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TAGMA PAMPHLET NO. 500-1

MASSACHUSETTS NATIONAL GUARD
DOMESTIC EMERGENCY
STANDING OPERATING PROCEDURES
(MASS NG DESOP)

GOVERNMENT DOCUMENTS
COLLECTION

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"AN EQUAL OPPORTUNITY EMPLOYER"

THE COMMONWEALTH OF MASSACHUSETTS
MILITARY DIVISION
THE ADJUTANT GENERAL'S OFFICE
CAMP CURTIS GUILD
25 HAVERHILL STREET, READING MA 01867-1999

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28 February 1995

MASSACHUSETTS NATIONAL GUARD DOMESTIC EMERGENCY STANDING OPERATING PROCEDURES (MASS NG DESOP)

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*Supersedes MASS NG DESOP dated 15 November 1992

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THE PROPONENT OF THIS PUBLICATION IS THE DIRECTORATE OF PLANS, OPERATIONS, TRAINING AND MILITARY SUPPORT, THE ADJUTANT GENERAL'S OFFICE, MILITARY DIVISION, COMMONWEALTH OF MASSACHUSETTS. SUBMIT CHANGES FOR IMPROVING PUBLICATION TO TAG MA, ATTN: MAAR-POT-MS, CAMP CURTIS GUILD, 25 HAVERHILL STREET, READING, MA 01867-1999

1. **GENERAL.**

a. **Purpose.** These standing operating procedures are published to provide guidance and prescribe actions to be taken in the event of a domestic emergency, resulting from or threatened by disaster, disturbance, or terrorist act, affecting the Commonwealth of Massachusetts, or any portion thereof, which requires the response of the Massachusetts National Guard. It is applicalbe to all elements of the Massachusetts Army and Air National Guard. It is not applicable during emergencies created by an actual or threatened enemy attack on the United States (See JSAC-MASS CONPLAN 7045-90).

b. **Conformity.** These standing operating procedures conform to the provisions of applicable DoD directives, Army and Air Force regulations, National Guard regulations, Air National Guard regulations, Chapter 33 of the General Laws of the Commonwealth of Massachusetts, and DoD Civil Disturbance Plan (Garden Plot). Units ordered out for domestic emergencies are authorized to implement these procedures as required. Subordinate units are not required to publish their own DESOP. They may supplement this DESOP to cover more detailed actions at their operating level, provided such supplement conforms to the policies and procedures outlined herein. Supplements must be approved by this headquarters.

2. **COMMAND AND CONTROL.**

a. Organization. See Annex A.

b. Command Posts.

(1) MASS NG CP is the STARC HQ EOC at Camp Curtis Guild. STARC EOC will be prepared to relocate on order of TAG. Composition and movement of the STARC EOC is prescribed in the TAGMA Pamphlet 10-5. Alternate CP is the USP&FO, Natick, MA. Succession of command after TAG is STARC Commander, Deputy STARC Commander, ASST AG's or AG XO (in order of rank and seniority), STARC CofS, DPOT&MS, then other STARC Directors (in order of rank and seniority).

(2) Task Force Commander (see Annex A) will report the opening, location, and any change in status of their CP's , and those of their subordinate units. Reports will be submitted to the STARC EOC immediately by the most rapid means available.

c. Liaison and Coordination. Liaison between each HQ is essential to promote mutual understanding, cooperation, and unity of purpose. STARC HQ will establish coordination and provide liaison to all MEMA Region HQ's immediately upon declaration of REDCON YELLOW. STARC HQ will direct or establish liaison with civil authorities as required.

d. Information Management. See Annex D.

e. Distribution. See Annex K.

3. **COORDINATION OF EMERGENCY ASSISTANCE OPERATIONS.**

a. Authority. The Governor is the Commander-in-Chief of all Massachusetts Army and Air National Guard units not in federal service. The Governor is authorized by Chapter 33 of the General Laws of the Commonwealth of Massachusetts to order out the Massachusetts National Guard to assist civil authorities in an emergency. The Governor will exercise command through The Adjutant General or his successor. During periods of state active duty, costs will be borne by the Commonwealth.

b. Responsiveness. Massachusetts National Guard response to emergencies is ordinarily at the direction of the Commander-in-Chief, based on the Governor's determination of need and/or the request of state/county/local officials.

c. Conditions of Employment.

(1) Adequate forces and resources, consistent with availability, will be employed during emergency operations to assist civil authorities. Such assistance will be in support of civil authorities and will not replace civil authority. National Guard forces and support will be withdrawn as soon as possible after the emergency is under control and the situation is within the capability of civil authority.

(2) National Guard forces will not be subordinate to civil authorities, and will remain under the command and control of the National Guard chain of command. Civil authorities must route support requests through established civilian channels. (Appendix 2 Annex B).

(3) Disasters. The Massachusetts National Guard may be ordered out to assist when effective response is beyond the capability and resources of civil authorities. National Guard assistance may not be provided if it is in competition with

the civilian labor force or private enterprise, and civil authorities are able to obtain support from commercial sources. National Guard support will be limited to assisting with those tasks necessary to prevent loss of life and human suffering, lessen major damage or destruction of public property, restore critical services and utilities, and preserve order and public safety.

(4) Disturbances. The Massachusetts National Guard may be ordered out to assist when the situation is beyond the capability and resources of civil authorities and their law enforcement agencies.

(a) Only National Guard personnel who have received civil disturbance training will be employed for "on-the-street" missions. Those not trained may be used only in administrative or service support functions.

(b) The Air National Guard is not authorized to conduct civil disturbance training. It will not be used in a direct disturbance role, and may be used only in administrative or service support functions, or for security of installations.

(5) State Terrorism Counteraction Plan. The Massachusetts National Guard may be ordered out to augment and assist civil authorities and their law enforcement agencies when acts of terrorism occur or threatens, and the situation is beyond their ability to provide an adequate response and/or deterrent. (Appendix 5 Annex B).

d. Operations. See Annex B.

e. Security and Intelligence. See Annex C.

f. Army Aviation. See Annex J.

4. COORDINATION OF SERVICE SUPPORT.

a. General. Service support of domestic emergency operations will be coordinated through the STARC Directorate of Logistics, Maintenance, and Personnel.

b. Logistics. See Annex E.

c. Personnel. See Annex F.

d. Medical. See Annex G.

e. Public Affairs. See Annex H.

5. **LEGAL CONSIDERATIONS.** See Annex I.

6. **CIVIL DISTURBANCE EVALUATION CHECKLIST.** See Annex L.

(MAAR-POT-MS)

RAYMOND A. VEZINA
Major General
The Adjutant General

OFFICIAL:

ROBERT E. D'ALTO
Colonel, GS
Director, POT&MS

Annexes:
as

DISTRIBUTION:
See Annex K

ANNEX A
TASK ORGANIZATION

1. The STARC HQ will command and control all Massachusetts Army and Air National Guard units during domestic emergencies. There are six (6) subordinate control headquarters under which available assets will be task organized.

2. Task organization and designation of task force commanders will be directed by TAG based on his decision from the analysis, estimates and recommendations of the STARC Staff. The integrity of the existing chain of command will be preserved in as much as the mission and situation permit.

3. The Massachusetts National Guard Task Organization for Disaster Response (See OPLAN 1 (MOHAWK).

TF EAGLE (51st TROOP COMMAND)
- MEMA AREA I: EOC TEWKSBURY
- 1-182 (M) IN BN
  - 2/B/186 FSB
  - CO C 1-181 IN
  - CO D 1-181 IN
- 972 MP CO
- 1-110 ACS (-)
- E CO 114 MSB
- A(-) 101 EN

TF RAINBOW (42nd DIVARTY)
- MEMA AREA II: EOC BRIDGEWATER
- HHB 42nd DIVARTY
  - E/101 FA (TAB)
  - 1-101 FA
- 772 MP CO
- C/101 EN
- CO D 114 MSB

TF STAR (DET 5, TROOP COMMAND)
- MEMA AREA III: EOC WESTBOROUGH
- H/MMC, DISCOM (-)
  - 726 MNT CO
  - CO C 114 MSB
- 1-181 IN (-) BN
- D/101 EN
- 747TH MP CO

TF YANKEE (26th BDE)
- MEMA AREA IV: EOC BELCHERTOWN
- 1-104 IN BN
- 104 SPT FLT (ANG)
- B/101 EN
  - 1/A/101 EN
- 42 MP CO
- DET 1, HHD 1ST BN 20 SFG (A) (CO D)
- DET 1 CO F 114 MSB

STARC TROOPS
- 101 EN (-)
- 181 EN CO
- 126 SIG BN
- 114 MSB (-)
- 180 EN DET
- 1058 TC CO
- 26 PSC
- 726 FSU
  - 101 FIN DET
  - 685 FIN DET
  - 747 FIN DET
- 65 MED DET
- 213 HSLD
- 704 TC DET
- 65 PAD
- 126 MH DET
- SSVC DET
- 215 AB
- 272 CM CO
- 685TH MP BN (-)
- DET 1 HHT 1-110 ACS
- TRP C 1-110 ACS
- TRP D 1-110 ACS
- AVN BDE (-)
  - 1/HHT/2-126 AV
  - A/2-126 AV
  - 1/D/2/-126 AV
  - F/126/-AV (TAMC)
  - 426 ATC PLT

ANG
- 102 FW
- 104 FG
- 252 CCGP
- 267 CCSQ
- 101 ACS

4. Massachusetts National Guard Task Organization for Civil Disturbance/Terrorism Response (See OPLANS 2 (ALGONQUIN).

* TF LIGHTNING (51st TRP CMD)
- **42 MP CO
- **772 MP CO
- **972 MP CO
- **747 MP CO
- **685 MP BN

26 BDE
- **1-104 IN BN
- **1-181 IN BN

AVN BDE
- ** C/1-110 CAV
- ** D/1-110 CAV
- ** 1/HHT/1-110 CAV
- A/2-126 AVN
- 1/HHC/2-126 AVN
- 1/D/2-126 AV
- F/126 AV (TAMC)
- 426 ATC

TF THUNDER (42 DIVARTY)
- HHB, 42nd DIVARTY
- **1-110 CAV (-)
- **1-101 FA
- E/101 FA (TAB)
- **1-182 IN (M)

SPT CMD
- 114 MSB
- 1058 TC CO
- 726 MAINT CO

STARC TROOPS
- DET #5, TRP CMD
- 101 EN BN
- 181 EN CO
- 180 EN DET
- 126 SIG BN
- 272 CM CO
- 26 PSC
- 726 FSU
  - 685 FIN DET
  - 747 FIN DET
  - 101 FIN DET
- 65 MED DET
- 213 HSLD
- 704 TC DET
- 65 PAD
- 126 MH DET
- SSVC DET
- 215 AB
- 2/B/186 FSB

ANG
- 102 FW
- 104 FG
- 253 CCGP
- 267 CCSQ
- 101 ACS
- 212 EIS

* Designated as Quick Reaction Force.
** Designated with an "on-the-street" mission.

ANNEX B

OPERATIONS

1. GENERAL. Domestic emergency operations differ from other military operations in terms of the THREAT, the types of missions and the objectives. They are similar in that they require task forces organized for the accomplishment of specific missions, command and control of those forces, and service support for those forces. Unit preparedness for domestic emergency operations is dependent on the same things as preparedness for combat:

- o Leadership
- o Discipline
- o Available and Trained Soldiers/Airmen
- o Mission Capable Equipment

Commanders at all levels have a duty and responsibility of ensuring maximum preparedness at all times.

2. READINESS CONDITIONS (REDCONS). Four REDCONS are established for the purpose of monitoring the development of situations and to provide guidance for unit status levels at each stage of development. See Appendix 1 for preparatory actions to be taken at each stage.

a. REDCON GREEN (Watch Stage): Indicators are present for the potential development of an emergency situation.

b. REDCON YELLOW (Warning Stage): The situation has developed to a point where the probability of an emergency is high.

c. REDCON ORANGE (Mobilization Stage): An emergency is certain and the Commander-in-Chief has ordered out the Massachusetts National Guard.

d. REDCON RED (Deployment Stage): Massachusetts National Guard elements execute missions as ordered in response to the emergency.

3. ALERT PROCEDURES.

a. All Massachusetts Army and Air National Guard units will maintain current alert plans for rapid notification and assembly of unit members.

b. Commanders, or their authorized representative, will execute their alert plans upon receipt of notification from any higher headquarters in their chain of command. Ordinarily the chain of command will be used, but the need for an urgent response may preclude it. The recipient of any alert notification will request authentication using the current SOI.

c. Radio and television broadcasts will also be used when directed by TAG. The message broadcast will contain the designation of units alerted and instructions for all members of those units to report to their armories or installations.

SAMPLE BROADCAST

THIS IS AN EMERGENCY MESSAGE FOR THE MASSACHUSETTS NATIONAL GUARD. ALL MEMBERS OF THE FOLLOWING UNITS/TF'S ARE ORDERED TO REPORT TO THEIR ARMORIES OR INSTALLATIONS IMMEDIATELY: (List of Units/TF's would follow).

4. PLANNING CONSIDERATIONS.

a. When units are alerted for state active duty, their members must be prepared to remain on duty for the duration of the emergency. As a minimum, each soldier/airman must report for duty with clothing, equipment, and personal essentials sufficient to sustain him/her for at least four days.

b. Commanders must organize their units for sustained 24 hour operations and establish shifts that provide for the rotation and relief of deployed elements.

c. Commanders must maintain a mobile reserve force capable of rapidly deploying to any part of their area of responsibility or adjacent areas.

d. Commanders are authorized and encouraged to establish direct liaison with supported civil authorities, and to conduct ground reconnaissance of routes, staging areas, etc. prior to deployment. Military Command posts should be co-located with those of the supported civil authority, if possible.

e. Operations plans for anticipated missions will be developed, retained in files, and reviewed periodically. These plans will include provisions for the security of armories and installations. They will also provide for the protection of critical facilities in the event civilian security forces are inadequate or unavailable.

f. Commanders must develop contingency plans to control the use of their armories/installations. These plans must provide for vehicle parking (civilian and military), traffic patterns, etc.

g. Plans must be developed for troop billeting, to include the alternative of administrative bivouac should sufficient quarters be unavailable.

h. Other logistics considerations - See Annex E.

5. MISSION ASSIGNMENTS.

a. The STARC HQ EOC is the clearing house for all requests received from civil authorities through MEMA and will assign missions to the subordinate command and control headquarters. A reference control number will be assigned to each mission, and will remain with the mission as it is transmitted through the chain of command to the operational element until its completion.

b. Mission orders transmitted by radio will be authenticated, using the current SOI, and acknowledged at each level of command.

c. Units will not respond to missions or requests not cleared through the STARC HQ EOC. Commanders will advise the civil authority concerned to communicate their need through established civilian channels (See appendix 2).

6. CONCEPT OF OPERATIONS.

a. Natural/Technological Disasters. Appendix 3.

b. Civil Disturbances. Appendix 4.

c. State Terrorism Counteraction Plan. Appendix 5.

7. JOURNALS AND REPORTS.

a. Daily Staff Journal or Duty Officer's Log (DA Form 1594, AF Form 3136) will be initiated immediately by each CP/EOC/TF, when established, and will be maintained throughout the operation.

b. Joint Message Form (DD Form 173) or Telephone or Verbal Conversation Record (DA Form 751) will be used to record all messages received or transmitted.

c. Reports will be submitted in accordance with the schedule in Appendix 5 to Annex F.

d. All journals, reports, and messages will become permanent records, and will be filed accordingly.

e. Situation reports (SITREP) will be submitted to the STARC EOC by all units every four hours after each level of REDCON is declared, beginning with REDCON YELLOW. The SITREP will include the following:

- o Location & status of all elements
- o Identification, location & activities of other agencies participating in the emergency operation
- o Brief description & results of operations since the last report
- o Status of service support (identify critical shortages and areas of concern)
- o If applicable, dissident activity since the last report (include estimated strength, vehs/equip being used, and probable courses of action)
- o Other relevant information

f. After action reports will be submitted through channels, by each task force commander and each subordinate control headquarters commander to HQ STARC, ATTN: MAAR-POT-MS, not later than 10 calendar days following release from state active duty. The format specified in Appendix 6 will be used.

(1) An accurate and complete accounting and documentation of operational costs during domestic emergencies is necessary to ensure required reimbursements are effected and that vendors are paid promptly. Failure to provide this accounting and documentation wiil result in lost resources and possible penalties.

(2) Commanders must emphasize and ensure that proper records are maintained throughout domestic emergency operations. Copies of the following records must be included as enclosures to after action reports as a means of satisfying the requirement to document costs.

- o Vehicle, Aircraft, and Equipment Dispatch.
- o Vehicle, Aircraft, and Equipment Utilization.
- o Fuel Receipt and Issue.
- o Repair Estimates.
- o Ration Request and Issue.

- o Billeting Receipts/Rosters.
- o Request and Issue of Supplies
- o Vendor Receipts/Invoices.
- o Reports of Circumstances/Sworn Statements for Lost/ Damaged Property.
- o Telephone Cost (Fixed and Cellular).

(3) As an exception to MARKS disposition instructions, records pertaining to domestic emergency operational costs will be retained for two years in files at the unit level, and as permanent records at the STARC level.

8. SELECTIVE MOBILIZATION FOR ACTIVE FEDERAL SERVICE.

a. Massachusetts National Guard units called to active federal service will be attached to the active component commander designated to respond to the request for assistance from the Governor or President.

b. Massachusetts National Guard Judge Advocate General will report for duty to establish liaison with the State Attorney General's office and perform duties as assigned by The Adjutant General.

c. Units federalized will remain under the control of the active component task force commander until released from federal duty by proper authority.

d. The provisions of FORSCOM Regulation 500-3-3, Volume III, FORMDEPS are applicable to order individuals and units into active federal service.

9. STAND DOWN ACTIONS. Immediately after withdrawal from the operational area and prior to release from state active duty, commanders at all levels will ensure that the following actions are completed.

a. Conduct of after action reviews.

b. Conduct of showdown inspections and equipment inventories, and initiation of adjustment documents.

c. Conduct of after operations Preventive Maintenance Checks and Services (PMCS).

d. Conduct of personnel debriefing with emphasis on identifying any unreported incidents.

e. Accounting and turn-in of any unused supplies, with emphasis on Class V (ammunition).

f. Completion of all investigations, particularly those concerning injuries (LODs), vehicle accidents, and lost or damaged equipment.

g. Review of all journal entries and verification that they are substantiated by supporting documents.

h. Collection and consolidation of all journals, reports, records and notes for input to the after action report and subsequent filing IAW paragraph 7f (3) above.

i. Initiation of the After Action Report, IAW format in Appendix 6.

APPENDICES:

1 - REDCON Preparatory Actions
2 - Civil Authority Request Channels
3 - Concept of Operations - Disasters
4 - Concept of Operations - Disturbances
5 - State Terrorism Counteraction Plan
6 - After Action Report

APPENDIX 1

ANNEX B

REDCON PREPARATORY ACTIONS

1. REDCON GREEN. (WATCH)

a. STARC HQ EOC is established with reduced manning.

b. All Full Time Support (FTS) personnel are advised they are on stand-by. (Able to be immediately contacted by telephone and are prepared for alert if not on duty.)

c. STARC HQ EOC establishes communications with Massachusetts Emergency Management Office EOC in Framingham and/or other civil authorities as appropriate.

2. REDCON YELLOW. (WARNING)

a. All FTS personnel are alerted to report for duty. Shift rosters are implemented for 24 hour operations.

b. STARC HQ EOC is increased to full manning. Subordinate headquarters TF's/CP's/EOC's are established.

c. Radio communications are established between every HQ, Armory, OMS, and other activities (NET CALL).

d. STARC HQ liaisons report to MEMA Region EOC's, MEMA EOC (Framingham) and other agencies as necessary.

e. FTS personnel prepare to preposition selected vehicles, aircraft, supplies, and equipment on order of TAG, e.g. (UH-1H) to Hanscom AFB, Command and Control vehicle to armories, etc.).

f. M-Day personnel are placed on stand-by.

3. REDCON ORANGE. (MOBILIZATION)

a. M-Day personnel are alerted to report to duty. Sign-in rosters are used to record the date/time individuals report for duty. Shift rosters are implemented for 24 hour operations.

b. Local security is established to control access, and to provide for traffic and parking control.

c. Transportation and movement plans are reviewed, and actions taken to implement them. Initial steps are taken for the execution of feeding and billeting plans. Other command and staff actions are taken to prepare for operations.

d. Troops are inspected for appearance, and proper clothing and equipment. Personal weapons and unauthorized equipment will be confiscated.

e. Commanders brief troops on the situation and mission(s), and issue special orders and Miranda Warning cards to all personnel.

f. Vehicles and equipment are dispatched/issued. Operators perform PMCS. Radio checks are conducted.

g. Recon and quartering parties are deployed as required.

h. DISTURBANCES ONLY:

(1) Individual weapons are armed and prepared for issue on order.

(2) Lock plates are installed on M16's.

(3) Actions are taken for Class V (ammo) supply.

4. REDCON RED. (DEPLOYMENTS).

a. Units deploy to forward assembly area or operational area on order.

b. Execute mission(s) on order.

5. STATUS OF PERSONNEL.

REDCON	FTSP	M-DAY
GREEN/YELLOW	AGR/MT	IDT/AT/ADSW/ (STARC EOC Only)
ORANGE/RED	See Annex F	STATE AD

APPENDIX 2

ANNEX B

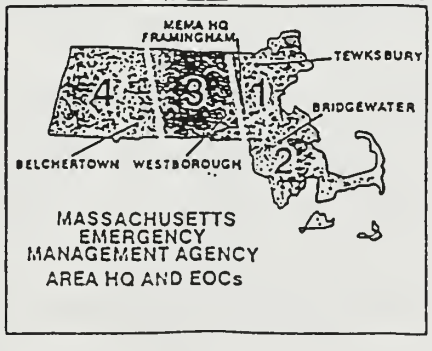
CIVIL AUTHORITY SUPPORT REQUESTS CHANNELS

1. Massachusetts National Guard units will only support civil authorities on order of the Commander-in-Chief and in accordance with missions directed through the military chain of command.

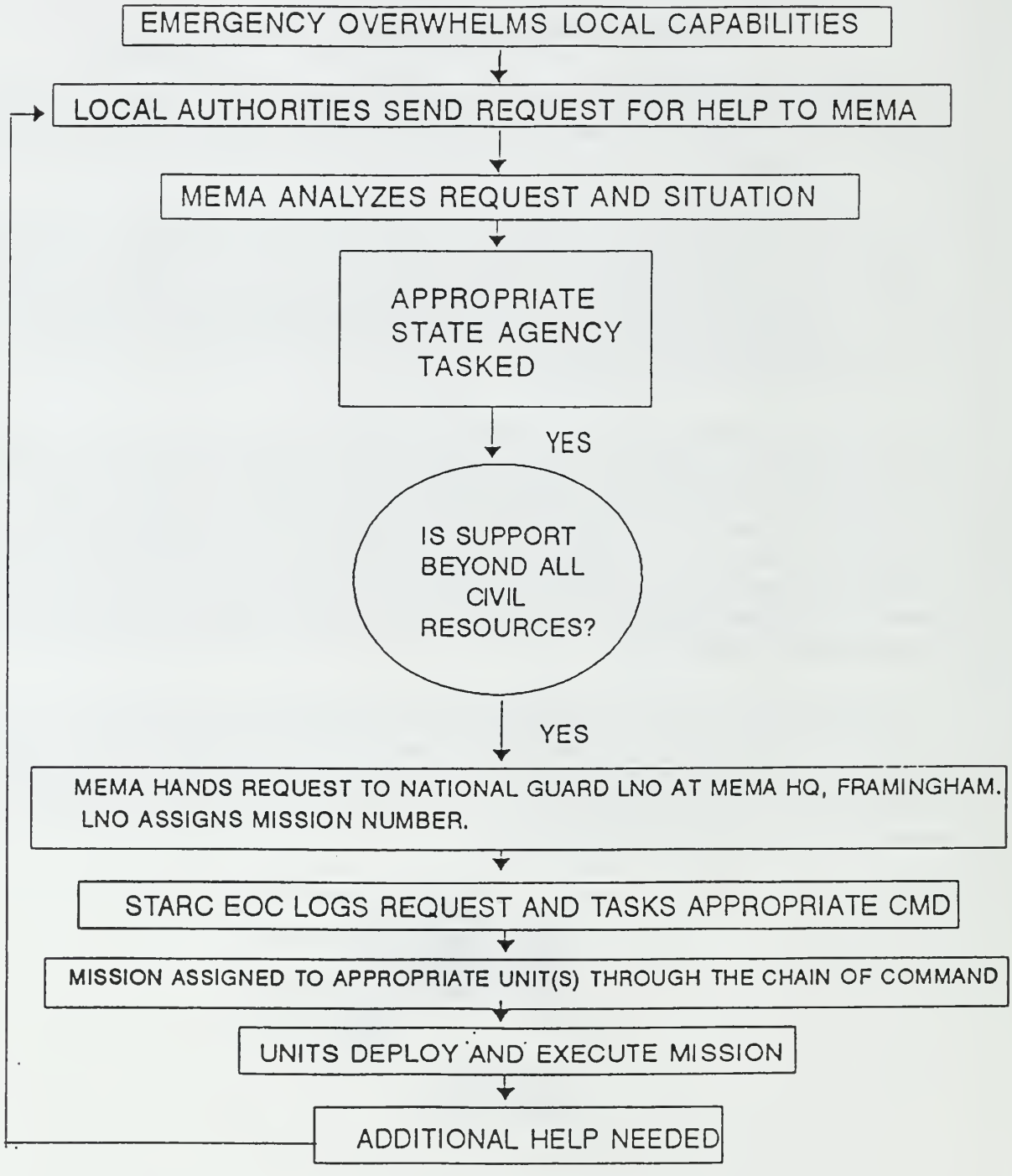
2. When a disaster occurs or threatens, and an adequate response is beyond the capabilities and resources of local civil authorities, the local Emergency Management official must request support from MEMA HQ Framingham through the MEMA Area EOC. If the support mission cannot be accomplished utilizing other state resources and is appropriate for the National Guard, MEMA HQ Framingham will pass the request to the STARC HQ EOC for action.

3. When a disturbance occurs or threatens, and the situation is beyond the capabilities of civil authorities and their law enforcement agencies, and the Commander-in-Chief has ordered out the Massachusetts National Guard, the Massachusetts National Guard will support those law enforcement agencies affected. The Commander-in-Chief will designate the lead law enforcement agency for coordination of National Guard support. All other law enforcement agencies will direct their requests for support through the lead law enforcement agency. The lead law enforcement agency will usually be the Massachusetts State Police.

4. When terrorism occurs or threatens, and the Commander-in-Chief has ordered out the Massachusetts National Guard, the Massachusetts National Guard will support those law enforcement agencies involved. Support requests will be coordinated in the same manner used for disturbances. Area of operations are as depicted below and in accordance with OPLAN 1 (MOHAWK).



DOMESTIC EMERGENCY REQUEST


EMERGENCY OVERWHELMS LOCAL CAPABILITIES
LOCAL AUTHORITIES SEND REQUEST FOR HELP TO MEMA
MEMA ANALYZES REQUEST AND SITUATION
APPROPRIATE STATE AGENCY TASKED
YES
IS SUPPORT BEYOND ALL CIVIL RESOURCES?
YES
MEMA HANDS REQUEST TO NATIONAL GUARD LNO AT MEMA HQ, FRAMINGHAM. LNO ASSIGNS MISSION NUMBER.
STARC EOC LOGS REQUEST AND TASKS APPROPRIATE CMD
MISSION ASSIGNED TO APPROPRIATE UNIT(S) THROUGH THE CHAIN OF COMMAND
UNITS DEPLOY AND EXECUTE MISSION
ADDITIONAL HELP NEEDED

DOMESTIC EMERGENCY MISSION SHEET - MASS NATIONAL GUARD			
MEMA AREA:	MISSION NO:	DATE:	TIME:
REQUESTING AGENCY:			
POC:	TEL #	FAX #	
ADDRESS:		CITY/TOWN:	
MISSION:			
MEMA - FRAMINGHAM EOC ACTION			
FORWARDED TO STARC EOC ATTN:		DATE:	TIME:
REMARKS:			
HQ STARC EOC ACTION			
FORWARDED TO			EIS EVENT NO.
DATE:	TIME:	POC:	
REMARKS:			
ARMY NG ACTION / AIR NG ACTION			
FORWARDED TO:			
DATE:	TIME:	POC:	POC:
REMARKS:			
UNIT ACTION			
UNIT:		UNIT:	
DATE:	TIME:	DATE:	TIME:
NO OF PERS	EQUIP/VEH	NO OF PERS	EQUIP/VEH
TYPE:	# -	TYPE:	# -
TYPE:	# -	TYPE:	# -
TYPE:	# -	TYPE:	# -
MISSION COMPLETED:	DATE:	TIME:	REMARKS:
EQUIP RECOVERED:	DATE:	TIME:	

APPENDIX 3

ANNEX B

CONCEPT OF OPERATIONS - NATURAL AND TECHNOLOGICAL DISASTERS

1. The Massachusetts National Guard may be called to conduct operations in support of civil authorities because of disasters threatening or resulting from one or more of the following:

- o Severe Weather
- o Flood
- o Fire
- o Earthquake
- o Volcanic Eruption
- o Mudslide
- o Drought
- o Nuclear Accident
- o Hazardous Material Accident
- o Severe Disruption of Critical Services/Utilities
- o Major Air Crash
- o Other Catastrophe

2. Probable missions (First priority to tasks is preventing loss of life and human suffering).

- o Search and Rescue (Ground and Air)
- o Evacuation (Ground and Air)
- o Emergency Shelter
- o Communications
- o Transportation (Ground and Air)
- o Debris Removal/Road Clearance
- o Traffic Control
- o Support of Law Enforcement
- o Emergency Provision of Critical Services/Utilities
- o Support to Restore Critical Services/Utilities
- o Limited Emergency Medical Treatment
- o Security/Protection of Critical Facilities
- o Decontamination

3. Primary response units.

MP, INF, TRANS, AVN, MED, SIG, ENG, CML

4. Areas of operation. Disasters may strike anywhere at any time. Operational areas will be defined to coincide with the four MEMA areas when practical. (See Appendix 2) The following localities are identified as being at greater than average risk.

- o All coastal communities
- o Communities within flood plains
- o Nuclear power station Emergency Planning Zones (EPZ)
- o Areas of major transportation networks, junctions, and terminals.
- o Distressed urban areas

APPENDIX 4

ANNEX B

CONCEPT OF OPERATIONS - CIVIL DISTURBANCES

1. The Massachusetts National Guard may be called to conduct operations in support of civil authorities because of civil disturbances or disorders threatening or resulting from any type of social unrest.

2. Probable missions.

- o Riot/Crowd Control
- o Patrolling - Mounted and Dismounted
- o Security of Critical Facilities
- o Protection of Fire Fighters
- o Area Denial/Containment (Roadblocks & Barriers)
- o Communications
- o Transportation (Ground & Air)
- o Limited Emergency Medical Treatment

3. Primary response units.

MP, INF, FA, TRANS, AVN, MED, SIG, ENG, CAV

4. Areas of operation. Disturbances are most likely to occur in densely populated urban areas. Large assemblies may also produce situations that deteriorate and result in a disturbance, particularly those promoting protest or strike.

5. Use of force. Rules governing the application of force, to include deadly force, are contained in Annex I.

6. Techniques of employment will be IAW AR 350-7, AR 500-50, NGR AR 500-1/ANGR 55-5, and FM 19-15.

7. Training.

a. Individual Training.

(1) All Army National Guard soldiers must receive 16 hours of initial civil disturbances control training, regardless of whether or not their unit is assigned an "on-the-street" mission. This training is no longer conducted at army training centers as part of a soldier's Initial Active Duty Training. It should be conducted as soon as possible when the soldier returns from Initial Active Duty Training, and must be completed prior to his/her being programmed for any refresher training or assignment in an actual civil disturbance control mission.

(2) The objective of this training is to train soldiers to function as a member of a team in a civil disturbance control operation. It should impart to the soldier a knowledge of civil disturbance control doctrine and develop skills in handling civil disturbance control equipment and munitions.

(3) FM 19-15 is the guide to be used in developing initial individual training.

b. Unit Training.

(1) Units assigned a civil disturbance "on-the-street" mission for the first time must conduct training in all applicable subjects specified in FM 19-15. Subsequently, they must conduct annual refresher training to sustain proficiency. This training will be identified in Yearly Training Programs, and on Yearly Training Calendars and Unit Training Schedules.

(2) The priority of annual refresher training will be to sustain proficiency in the following subjects/tasks.

- o Standards of Conduct
- o Application of Force
- o Use of Riot Batons
- o Use of Chemical Munitions
- o Use of Special Equipment (shotguns, sniper rifles and riot control agent dispersers)
- o Use of Telephone Logs

(3) One Inactive Duty Training weekend (MUTA-4 or MUTA-2) is the maximum amount of time that may be devoted to annual civil disturbance refresher training during the training year.

c. Quick Reaction Force (QRF) Training.

(1) QRF's are established to counteract special threats, such as arson, sniping, and sabotage. QRFs will be established as follows.

- o 42 MP CO - 2 QRFs
- o 772 MP CO - 2 QRFs
- o 972 MP CO - 2 QRFs
- o 685 MP BN - C & C Element
- o 747 MP CO - 2 QRFs

(2) QRF's will each be organized to consist of one team leader and four members. Unit Commanders will ensure they receive intensive, specialized training in all areas of civil disturbance control operations, with emphasis on operations in urban terrain, marksmanship, rappelling, physical fitness, first aid, and the use of special equipment.

(3) Five IDT UTA's is the maximum amount of time that may be devoted to annual QRF refresher training during the training year.

d. Junior Leader Training.

(1) Units assigned a civil disturbance control mission will annually conduct an eight hour program of instruction on civil disturbance control for their junior leaders, Sergeants (E5), (E-4 in leadership positions) through Captains. The Program of Instruction will be that specified in Appendix B of AR 350-7.

(2) Code 51 ATAs will be used for this training, when allocated.

8. Civil Disturbance Evaluation.

a. Units assigned a civil disturbance "on-the-street" mission will be evaluated annually, IAW AR 350-7, to assess their capability and preparedness to perform that mission. The evaluation will be conducted by the unit's next higher headquarters. The evaluation checklist provided in Annex L will be used.

b. The original evaluation report will be forwarded through channels to HQ, STARC, ATTN: MAAR-POT-MS, within 30 days. Copies will be retained on file by the evaluated unit and the evaluating headquarters.

APPENDIX 5

ANNEX B

STATE TERRORISM COUNTERACTION PLAN

1. The Massachusetts National Guard may be called to conduct operations in support of civil authorities because of actual or threatened terrorist action.

2. Probable missions.

- o Security of Critical Facilities
- o Area Containment/Denial (Barriers/Roadblocks)
- o Crowd and Traffic Control
- o Support of Law Enforcement
- o Search and Rescue
- o Evacuation
- o Emergency Shelter
- o Relief/Recovery
- o Transportation (Ground and Air)
- o Limited Emergency Medical Treatment
- o Limited Engineer Support
- o Communications
- o Support of Essential Services/Utilities
- o Loan of Equipment

3. Quick Reaction Force.

TF Lightning (OPLAN 2 Algonquin)

4. Areas of operation. Terrorist acts are most likely to occur where they will have the greatest visibility and media attention; e.g. public events with large crowds, transportation terminals, commercial districts, industrial complexes, etc. They may also be directed at destroying or damaging facilities to cause severe disruption of services/utilities or otherwise pose a general danger to the population; e.g. power nodes, communications nodes, water supplies, etc.

5. Rules governing the use of force and techniques of employment are the same as for civil disturbances.

APPENDIX 6

ANNEX B

AFTER ACTION REPORT

(Unit/Organization/Task Force)
Letterhead

MEMORANDUM FOR TAGMA, ATTN: MAAR-POT-MS, Camp Curtis Guild,
25 Haverhill Street, Reading, MA 01867-1999

SUBJECT: After Action Report (Identify operation and inclusive dates)

1. General.

a. Type emergency. (Identify type emergency; i.e. civil disturbance, natural disaster, etc.; include location by city and county.)

b. Inclusive dates by date time group.

c. Scope of emergency. (Use narrative explanation.)

2. Operations.

a. Strength. Report by unit/organization/TF for each day of duty. The report will be in column format as follows:

		NUMBER OF PERSONNEL				
DATE	UNIT/ORGN/TF	OFF	WO	ENL	AGR	STATUS*
	DAILY TOTAL:					
	CALL UP TOTAL:					

* Status indicated will be State AD, IDT (note Nr UTA), AT, ADSW, AGR, or MT.

b. Operations summary. (Chronology of significant events in phases as follows.)

(1) Planning/alert. (Watch/Warning)

(2) Execution. (Mobilization/Deployment)

(3) Post operations.

c. Communications. (Indicate type or methods used.)

d. Training. Evaluation of the effectiveness of civil disturbance training conducted prior to the occurrence of this incident. Number of hours of civil disturbance training conducted by each unit during this operation. This information will be reported regardless of the type emergency. Certain aspects of civil disturbance training are applicable in any emergency. Also report any other training conducted, and its effectiveness, that may have had a bearing on the response to the emergency.

3. Administration.

a. Public Affairs.

b. Special Services.

c. Morale and discipline.

d. Injuries or casualties.

4. Logistics. Indicate equipment and supplies used and source of issue. If aircraft are used, include the type of aircraft and the number of hours flown, by type.

5. Costs. Total costs of state active duty, including as a minimum the following:

- o Pay
- o Subsistence
- o Housing
- o Transportation
- o Maintenance
- o Supplies

- o Equipment
- o Fuel and petroleum
- o Funds paid by other state agencies
- o Reimbursable costs

6. Problem areas.

- o Personnel
- o Intelligence
- o Organization
- o Training
- o Operations
- o Logistics
- o Communications
- o Material
- o Other

7. Lessons learned. Include any special organization and new tactics or techniques developed to control the emergency.

8. Recommendations.

ANNEX C

SECURITY AND INTELLIGENCE

1. GENERAL:

a. To be of greatest benefit, the timely gathering of intelligence must precede the outward manifestation of a particular problem. All reporting must be factual and accurate.

b. Only those persons having proper ID will be allowed to enter any armory during alert procedures and a sign-in roster will be maintained. These same procedures will be in effect when an alternate area is required.

c. It is essential for National Guard personnel to keep informed on the pulse of the community; this source, along with State Police information, may be the only advanced warning of any emergency.

d. The Mass National Guard is prevented by law and regulations from collecting and maintaining intelligence files or data on personalities, groups or organizations in relation to domestic emergencies prior to being ordered to State Active Duty. National Guard personnel will not engage in covert or clandestine intelligence collection efforts.

e. Information gathered before or during a disaster will be used as the basis for directing and controlling the state's emergency efforts and for issuing emergency news releases, reports and instructions. The following guidelines shall be used for the gathering of Essential Elements of Information (EEI) by commanders for emergencies and disasters. Some of these questions can be applied to both the Natural Disturbances and Civil Disorders EEI.

2. ESSENTIAL ELEMENTS OF INFORMATION (EEI):

A. Natural and Technological Disturbance:

(1) What is the situation and magnitude of task, known extent of damage and estimate duration of emergency?

(2) What degree to which state and local authorities have assumed responsibilities and are operating in effected area?

(3) How will this effect the movement of troops or material, their employment, or their logistical support?

(4) Has there been a disruption of electrical power/communication lines?

(5) Has there been a rupture of gas lines or petroleum lines?

(6) Have the water or sewer systems ruptured?

(7) Has there been an accidental release of toxic, caustic or other hazardous materials?

(8) Are there highway or rail movement restrictions?

(9) Are there rumors, or confirmed reports of panic, looting or civil disorder caused by the emergency?

(10) Have there been requests or are requests anticipated for support of evacuation operations of dangerous areas?

(11) Is support of security details anticipated or has it been requested?

(12) Are feeding/mess teams necessary, or can local resources handle the situation?

(13) Who is the senior State Police Officer in charge?

b. Civil Disorder:

(1) What changes in state laws or city/town ordinances, by-laws, decisions, rulings, amendments, orders or other directives that may affect the situation?

(2) Have there been any thefts or loss of weapons and ammunition from any source with particular attention to government weapons from Active Army, National Guard, Army Reserve, and ROTC installations?

(3) Does it appear that the lawless element creating the disturbance, plan to expand their operational area?

(4) What is the probable (actual) area of disturbance?

(5) What is the estimated number of persons who may be (are) involved?

(6) Can the persons/groups creating the disturbance be identified?

(7) Can their type of weapons, equipment and communication systems being used by the persons causing the disturbance be identified?

(8) What is the extent of damage in the critical area?

(9) What is the terrain situation?

(a) Buildings? (destroyed, standing, used by dissident element)

(b) Streets? (blocked for vehicular use by rubble)

(c) Weather? (Rainy, windy, cold, humid, etc.)

(d) Chemical Agents? (type, how used, etc.)

(e) Persons apprehended entering or leaving the disturbed area?

(f) Persons apprehended for inciting others to riot?

(g) Information on located materials? (explosives, weapons, etc.)

(h) Location of individuals firing or committing offensive acts?

(10) Who is the Senior Law Enforcement Office in charge?

3. DOCUMENTS AND MATERIALS:

a. When the National Guard is operating as part of a joint team, the highest level police agency will process captured documents/material. The command concerned will submit a report describing the document/material, the source, time, place, and circumstances of acquisition and disposition, to the HQ STARC Intelligence and Security Officer at the TAGMA EOC.

b. When the National Guard is operating as a unit apart from the police, all captured documents/material will be turned over to the HQ STARC Intelligence and Security Officer.

c. Strict security discipline will be maintained at all echelons with particular reference to the handling of documents, maps, telephone and radio communications, loose talk, speculations and rumors which might convey police and/or military operational information to unauthorized personnel. Operations Security (OPSEC) requirements in TAGMA Pamphlet 530-1 will be strictly adhered to throughout any domestic emergency. Press and TV personnel will be directed to the Public Affairs Section for proper update of timely information.

4. COMMAND POST (CP) SECURITY:

a. Joint (Forward) CP (Framingham, MA):

Provided by Mass Emergency Management Agency (MEMA) utilizing Mass State Police, initially. Subsequent security missions may be assigned to a designated NG unit.

b. Mass NG CP:

Provided initially by the on duty Anti-Terrorist Force augmented by HQ STARC personnel. Subsequent security missions may be assigned to a selected unit.

c. Command Headquarters and Subordinate Units:

As directed by respective commanders.

d. Roving patrols will be conducted around any CP that is not visible to a fixed post.

5. SECURITY OF DISTINGUISHED PERSONS:

a. Municipal and State Police are normally responsible for providing security of distinguished officials. Military Forces must be prepared to supplement Municipal and State Police efforts to provide such security.

(1) During domestic emergencies, The Adjutant General will provide such guidance and instructions pertaining to the security of distinguished persons.

(2) Special MP Task Force/MP Organization/MP Unit Commanders.

(a) Within the guidance contained herein, prepare plans for providing protection of distinguished persons and their families.

(b) Be prepared to provide such security either as a Joint Security force (Military and Civilian Police)/Military Security Force (Army and Air Force).

b. Where the temper of civil unrest dictates, it may become necessary to make provisions for the security of certain officials as they move about from place to place. Planning should be thorough and well coordinated.

c. Measures to protect likely VIP targets.

(1) Primary purpose is protection.

(2) The degree of effort expended and the resources used will vary with the importance of the protected person, the duration and nature of exposure, the nature of the potential threat, the geography and methods of transportation.

(3) Flexible planning is required to accommodate changes in itinerary and mission.

(4) Defense in depth requires a series of protective cordons (e.g. personnel, barriers, space).

(5) Information concerning the principal, his/her itinerary and activities must be carefully controlled and appropriate press release policies formulated in advance.

(6) Do not identify parking areas or parking spaces.

(7) Brief personnel accompanying the VIP on their environment and to report any suspected surveillance by strangers.

(8) A journal of the security mission actions will be initiated and maintained for After-Action Reports and future references.

d. When more than one agency is involved, a clear definition of the responsibilities, authority, and roles of each concerned agency will be clearly defined prior to the mission.

e. Security Forces should be equipped with sufficient communication equipment to accomplish the assigned mission. Particular emphasis should be placed on joint (Military and Civilian Police) communications for compatibility when a Joint Security Force is used.

f. During or after a domestic emergency, there is a possibility of government officials visiting the area(s) of concern. Any information requested by the media, or other than the immediate chain of command, will be directed to the Command Information Officer responsible in the affected area.

6. ARMORY AND OMS SECURITY FORCES:

a. In the event National Guard Forces are deployed from their Home Stations to an Operational Area, a Security Force for National Guard Facilities, to include armories, Air Force Bases, Air NG stations, Organizational Maintenance Shops (OMS), and other NG facilities must be provided.

b. Armory Security Forces will be passive. Their presence is to prevent any unauthorized persons from intruding upon or damaging these facilities. By maintaining high visibility of their presence and staying on the alert for such intrusions should discourage such activity.

c. Armory Security Forces should be capable of 24-hour operation. Shifts should be determined by the local commander. Twelve-hour shifts should be sufficient. Off-duty personnel must be available for immediate call.

d. A Non-Commissioned Officer in Charge (NCOIC) will be designated for each Armory Security Force. However, in some instances an Officer or Warrant Officer may be used to coordinate these forces.

e. The size of these forces should not exceed the strengths indicated in Appendix 1. However, the responsible commander may request, through channels, authority to increase the size of such forces if necessary. Justification must be submitted with the request for an increase in the size of such force.

f. The parent organization that supports an OMS will be responsible for the security of that OMS, and will determine the number of personnel assigned to the Security Force in accordance with Appendix 1. The provisions of paragraph e above also apply.

7. MISCELLANEOUS:

a. Upon commitment, up-to-date information relating to the identity, association and activities of dissident or militant leaders involved or potentially involved in the civil

disturbance, will be furnished on a need-to-know basis to commanders of committed units by the HQ STARC Intelligence and Security Officer.

b. State Highway maps will be issued to units, upon request, by the HQ STARC Intelligence and Security Officer.

c. Maps of local areas should be obtained through coordination with respective towns/city officials and be kept with command headquarters Civil Disturbance Plans.

d. Commander will not conduct ground or aerial reconnaissance of areas in which civil disturbances are occurring or likely to occur, without approval of Task Force Commander/TAG. Requests for aerial photography will be submitted to STARC EOC for processing on a priority basis.

e. Direct weather support will not normally be provided. Air National Guard will be assigned this task if required.

f. All commanders will employ appropriate resources (including liaison with state and local agencies, monitoring of radio/TV, etc.) in the continual intelligence collection effort.

8. SALUTE REPORTS:

There are two intelligence reports required by this annex:

a. SALUTE REPORT - Used to report events or conditions that may have an immediate or significant effect on planning operations. Flash through channels. This SALUTE report stands for:

(1) Size - Describe the number of personnel seen or size of object.

(2) Activity - Describe what is happening.

(3) Location - Give reference from a known point, including distance and direction from that point.

(4) Unit - Describe patches or clothing, distinctive signs or symbols or identification (ID) numbers of vehicles.

(5) Time - State time this activity was observed.

(6) Equipment - Describe and identify all equipment associated with activity. Such as weapons used, type of vehicles, etc.

Attach any maps, photos, overlays, sketches, captured documents or material, or anything else which may help to convey the full meaning of the information you are reporting.

b. DAILY INTELLIGENCE SUMMARY - Route through channels to STARC EOC to be submitted by 1400 and 0200 hours daily.

APPENDICES:

1 - Armory and OMS Security Forces

APPENDIX 1 (ARMORY/OMS SECURITY FORCES) TO ANNEX C (SECURITY AND INTELLIGENCE)

ARMORY AND OMS SECURITY FORCES

RESPONSIBLE ORGANIZATION	ARMORY LOCATION	OMS	SECURITY FORCE NCO	SECURITY FORCE EP
HQ STARC	Reading		2	1
51st TRP CMD	Lexington		2	4
181 EN CO	Bourne		2	4
726 FSU	Sommerville		2	4
685 MP BN	Taunton		10	20
	Plymouth Melrose Newton Southbridge		2	4
1058 TRANS CO	Hingham			
AVN BDE	Cp Edwards Bldg 2822, 2814, 2816		6	12
101 EN BN	Whitinsville	#23	16	32
	Milford	#16		
	Bridgewater			
	Adams			
	Northampton			
	Chelsea			
	Newburyport			

RESPONSIBLE ORGANIZATION	ARMORY LOCATION	OMS	SECURITY FORCE NCO	EP
126 SIG BN	Quincy Whitman Springfield	#18	6	12
180 EN DET	Hyannis		2	4
HHD 114 MSB	Leominster Natick Wayland Marlboro Webster Falmouth	#7 #6	12	24
HHT 1-110 CAV	Concord Hudson Methuen Westover	#15	8	16
1-182 IN BN (M)	Melrose Dorcester Stoughton Braintree Weymouth Middleboro	#1	14	28
1-181 IN BN	Cambridge Worcester Gardner Ware	#3	12	24
1-104 INF	Westfield Agawam Chicopee North Adams Pittsfield Greenfield	#2A	12	26
26 BDE	Springfield		2	4

RESPONSIBLE ORGANIZATION	ARMORY LOCATION	OMS	SECURITY FORCE NCO	EP
42 DIVARTY	Rehoboth		2	4
726 MAINT CO	Ft Devens		2	4
HHB 1-101 FA	Lynn Danvers Fall River New Bedford Brockton	#21	10	20
26 DISCOM	Framingham Ayer		4	8
272 CM CO	Woburn		2	4
426 ATC	Falmouth		2	4
SSMO	Westfield	#2	2	4
SSMO	Reading	#4	2	4
SSMO	Ft Devens/CSMS	#15	2	4
SSMO	Brockton	#20	2	4
SSMO	Camp Edwards	#22	2	4
SSMO	Camp Edwards/UTES		2	4
SSMO	Pittsfield #2A		2	4

ANNEX D

INFORMATION MANAGEMENT

1. CONCEPT.

a. The TAGMA communications systems is command oriented. Communications between commands are established by the most efficient and direct means.

b. The means of communication for command and control are:

(1) During Alert & Notification Phase - Primary means will be commercial telephone. EOC's will employ facsimile for record traffic. The state FM administrative radio network will serve as an alternate means.

(2) During Movement, Employment, and Withdrawal Phases - Primary means will be tactical FM, and HF radio networks. The state FM administrative radio network will serve as an alternate means.

(3) Information considered sensitive or classified will be transmitted in secure modes utilizing STU III, secure FAX, KL-43, or approved operations and authentication systems.

2. COMMAND.

a. TAG EOC:

(1) The Director of Information Management (DOIM) is responsible for the STARC EOC automation, communications, and visual information guidance. The DOIM will establish procedures for the use of all information systems during all phases of operation.

(2) The Information Management office will ensure the proper installation, and operation and maintenance of commercial telephone, radio, facsimile, STU-III, cellular telephone, and computer equipment as requested by the EOC OIC.

(3) Implement the radio telephone operator (RTO) duty roster to operate the radio communications console.

(4) Coordinate and publish EOC telephone and FAX numbers for all subordinate command, federal and state agencies associated with the STARC EOC.

b. 42d DIVARTY, 51st TRP CMD, and DET 5 STARC: Ensure the proper installation and operation of commercial telephone, radio, facsimile, STU-III, cellular telephone, and computer equipment as requested by the EOC OIC.

c. HQ Camp Edwards: The Information Management office will ensure the proper installation and operation of commercial telephone, radio, facsimile, STU-III, cellular telephone, and computer equipment as requested by the EOC OIC.

d. HQ 126 Signal Battalion:

(1) Provides tactical signal support in field area operations such as FM point to point, FM and AM radio Relay, and RWI.

(2) Be prepared to provide personnel to operate communications systems at STARC EOC and/or Alternate STARC EOC upon order.

e. MAARNG Aviation Assets: Be prepared to provide commercial and/or tactical FM radio relay.

f. HQ MAANG:

(1) Provides tactical signal support in field area operations such as FM point to point, FM and AM radio relay RWI.

(2) Be prepared to provide personnel to operate communications systems at TAG EOC and/or Alternate EOC upon order.

g. Task Force/Organization/Unit Commanders:

(1) Utilize organic communications systems using prescribed MAARNG SOI in effect.

(2) Communications requirements beyond the units capability should be brought to the attention of the next higher headquarters.

(3) Provide logistical support to assigned field signal support teams.

(4) Provide local security to assigned field signal support teams.

3. COMMUNICATIONS SYSTEMS COORDINATION:

a. Commercial Telephone:

(1) Each EOC will identify a minimum of two New England telephone voice lines or PBX extension into the EOC.

(2) When available the Defense Switch Network (DSN) will be utilized to the maximum extent.

(3) Insure that commercial telephone systems are used for official business during the domestic emergency.

(4) Telephone line outage will be immediately reported to STARC EOC via FM state administrative radio network.

b. Facsimile Systems:

(1) STARC. 42d DIVARTY, 51st TRP CMD, DET 5 STARC and HQ MAANG will identify one telephone voice line or PBX extension into the EOC.

(2) Facsimile equipment will provide all record traffic such as task orders, personnel, logistics, and mission status reports between EOC's.

(3) Facsimile header sheet (TAGMA PAM 25-1) will be used for all message traffic.

c. Secure Communication Systems (COMSEC)

(1) STARC, 42d DIVARTY, 51st TRP CMD, DET 5 STARC, Hq Cp Edwards and MAANG will identify one Secure Telephone Unit (STU-III) in the EOC. The STU-III will not require a separate line.

(2) KL-43 and MAARNG operations and authentication codes will be utilized in field situations when sensitive or classified information must be transmitted.

(3) Under no circumstances will Citizen Band Radios be used to transmit military traffic during a domestic operation.

d. FM Radio Communications:

(1) 42d DIVARTY, 51st TRP CMD, DET 5 STARC, and MAANG will immediately establish radio communications with STARC EOC via the FM State Administrative Network.

(2) Call signs established in TAGMA PAM 105-1 will be utilized by all stations in the STARC EOC net.

(3) TAGMA SOI in effect will be used on all tactical communications nets.

(4) All assigned and attached units OPCON to a command headquarters will monitor the Command Net continuously.

(5) Communications with aircraft for medical evacuation, radio relay or aerial re-supply will be conducted on authorized SOI frequencies.

(6) Task Force commanders may coordinate with State Police, MDC, DPW, regional MEMA offices, and local police to augment their communication systems when assigned to provide military support to them. These agencies should also be used to relay radio traffic in the event of overloading or disruption of military communications facilities.

4. COMMUNICATIONS DURING READINESS CONDITION STAGES:

a. REDCON GREEN: (WATCH STAGE)

Establish telephone and radio communications with higher command headquarters.

b. REDCON YELLOW: (WARNING STAGE)

(1) TAG EOC will open the FM state administrative network and log all alerted stations into the net.

(2) All stations will monitor radio comunications with the next higher headquarters.

c. REDCON ORANGE: (MOBILIZATION STAGE)

(1) Maintain radio communications with next higher headquarters.

(2) Prepare tactical communications systems.

d. REDCON RED: (DEPLOYMENT STAGE)

Utilize all military and commercial communications systems authorized and available.

ANNEX E

LOGISTICS

1. REQUEST FOR SUPPLIES AND EQUIPMENT:

a. USPFO will provide, within funding limitations, supplies and equipment to units of the Massachusetts National Guard ordered to State Active Duty. The USPFO will also assume responsibility for procurement and issue of rations. Federal supplies, equipment and rations will be reimbursed to the USPFO from State funds.

b. The State Logistical Support Center (SLSC), established at HQ STARC, Reading, MA, and operated by Director of Logistics HQ STARC, will authorize the issue of supplies and equipment.

(1) Normal supply procedures will be followed in accordance with existing regulations and Massachusetts Army National Guard Installation Logistic Procedures.

(2) If considered necessary by the SLSC or USPFO and if approved by The Adjutant General, authority may be granted for local purchase from State funds of necessary supplies and equipment.

c. Task Force Commanders will designate a Task Force Supply Officer who will be responsible for coordinating the following:

(1) Army National Guard: Federal supplies and equipment will be obtained from USP&FO in accordance with current Massachusetts National Guard Installation Logistics Procedures.

(2) Air National Guard: Federal supplies and equipment will be obtained from the supporting Assistant USPFO for Air (PROP) in accordance with current Massachusetts Air National Guard procedures.

(3) All requests for State supplies and equipment issued, purchased and/or loaned for use by Military Forces on State Active Duty will be ordered and obtained from the SLSC by organizations/units after approval by the Task Force Supply Officer. The appropriate accounting and final disposition of all such items will be accomplished when released from State Active Duty.

(4) Each Task Force Supply Officer will establish liaison with the SLSC.

d. Any supply points established by Commanders will be reported to the SLSC.

e. Other assets of Active Army or USAR, as indicated below, may be loaned to the Massachusetts National Guard while on State Active Duty. Final approval authority for loan of these assets is The Adjutant General of Massachusetts and the Commanding General, First United States Army. Payment for assets of the Active Army or USAR is limited to transportation, repairs and replacement costs. Equipment categories that may be loaned are:

(1) Group One: Arms, ammunition, tank-automotive equipment and aircraft.

(2) Group Two: Military equipment of an offensive nature not included in Group One.

(3) Group Three: Firefighting equipment, equipment of a protective nature such as masks, helmets, armored vest(s), other equipment not included in Group One and Two (such as communications equipment, search lights) and use of Department of Defense (DOD) facilities.

f. The above categories exclude nuclear, chemical and other highly sensitive equipment/facilities.

2. SPECIAL EQUIPMENT AND SUPPLIES:

a. Necessary redistribution of certain MTOE, TDA and CTA and State Property, will be accomplished in conjunction with Task Force Supply Officer with coordination of USPFO, Mass State Property Officer, and the POMSO. Request for Federal prepositioned equipment will be submitted to The Adjutant General, ATTN: Director of Logistics, who will coordinate the procurement, distribution and disposal of this equipment.

b. The USPFO is responsible, once approval is obtained by The Adjutant General, for receiving, issuing, and final disposal of Federal prepositioned equipment. Approval authority for this equipment is Chief, National Guard Bureau.

c. Maps may be reproduced by Director, Plans, Operations, Training and Military Support in limited quantities on request.

3. CLASSES OF SUPPLY:

Class I - Rations
II - Clothing
III - POL
IV - Construction
V - Ammunition
Class VI - Exchange Items
VII - Major End Items
VIII - Medical
IX - Repair Parts
X - Materiel (Non-Military)

4. CLASS I - RATIONS:

a. For the first 24 hours, rations or prepared meals may be purchased by units from commercial vendors. DOL will provide Class I guidance to units called to state active duty. Ration allowance will be in accordance with Massachusetts Army National Guard Installation Logistics Procedures. Sample Menus are shown in Appendix 1.

b. Every effort will be made to feed troops hot meals. However, in the event kitchens cannot be readily available, MREs will be provided. Only if these prior measures cannot be accomplished, may troops be fed by arrangements with available restaurant or catering service.

c. Consolidated kitchens may be established upon the recommendation of the Task Force Supply Officer and approval of the Task Force Commander.

d. Unit Commanders are responsible for feeding troops under their command.

5. CLASS II - CLOTHING: In accordance with paragraph 1 above.

6. CLASS III - POL:

a. The Task Force Supply Officer is responsible for coordinating and planning fuel re-supply procedures. This will include:

(1) All vehicle fuel tanks will be full on departure from home station.

(2) Designation of various OMS's as supply points as listed in Appendix 2.

(3) Planning the location of tankers to be used as refueling stations.

(4) Prioritizing POL allocations during periods of limited availability.

(5) Coordinating with SLSC as to the fuel inventory and method of accountability.

(6) Coordinate with SLSC, local vendors, State and Federal Agencies, as necessary, to insure sufficient POL is available to accomplish mission.

(7) Ensure safety requirements are being followed.

b. Accurate accounting of Federal fuel used from unit storage facilities will be maintained and reported on the After-Action Report (Appendix 6 to Annex B).

c. Issues of all POL products shall be recorded on DA Form 3643 (Daily Issue of Petroleum Products). When issue to civilian agencies is authorized, such issues shall be so identified on DA Form 3643.

d. A new DA Form 3643 will be initiated at the start of a state active duty mission. This form will be closed at the conclusion of the mission and included in the AAR. Copies can then be forwarded to the appropriate state agency for reimbursement.

e. During Civil Disturbance Operations, Five (5) gallon fuel cans will not be carried on vehicles.

7. CLASS IV - CONSTRUCTION: In accordance with para 1 above.

8. CLASS V - AMMUNITION: In addition to the accounting procedures outlined in TAGMA Pam 350-4, the following control procedures relative to the issue and use of Class V items will be adhered to by all Commanders.

a. Stockage of ammunition and chemical agents at unit level is not authorized.

b. When directed by The Adjutant General, action will be initiated by USPFO to procure ammunition/chemical agents from ASP at Camp Edwards.

c. Initial distribution of ammunition/chemical agents by USPFO to Units on authorization by The Adjutant General ONLY.

d. Issue.

(1) Authority to issue Class V items (except chemical munitions) to individuals can only be granted by Task Force Commanders with the concurrence of The Adjutant General.

(2) Authority to issue Chemical Munitions to individuals is delegated to Task Force Commanders who are further authorized to delegate this authority at their discretion.

(3) On departure from an armory or training site, each Unit Commander will carry all Class V items in his/her military vehicle in accordance with safety and security procedures as outlined in TAGMA Pam 350-4.

(4) On arrival at an assembly area, and prior to entry to an operational area, the Unit Commander may, at his/her discretion, issue Class V items to Platoon Leaders (Commissioned Officers). Further distribution to troops will be in accordance with guidance contained in para 7b(8) of Annex I (Legal Considerations).

(5) Issuance to individuals will only be accomplished using Temporary Ammunition Hand Receipt (Appendix 4).

e. Use.

(1) The issue of Class V items to individuals does not constitute authority to use them.

(2) Individual soldiers will be instructed that they may not load or fire their weapons except when authorized by an officer or when not under the direct control and supervision of an officer the circumstances would justify their use of deadly force pursuant to para 7b (2) of Annex I (Legal Considerations).

3) Authority to use chemical munitions is delegated to Task Force Commanders who are also authorized to further delegate the authority to use chemical munitions at their discretion.

9. CLASS VI - EXCHANGE ITEMS: None.

10. CLASS VII - MAJOR END ITEMS:

a. MTOE items will be processed through normal supply channels in accordance with the Massachusetts Supply Plan.

b. Special equipment and supplies are addressed in paragraph 2 above.

11. CLASS VIII - MEDICAL AND CLASS IX - REPAIR PARTS: In accordance with paragraph 1 above.

12. CLASS X - MATERIEL: None.

13. Water: Refill unit water cans and trailers at nearest armory or other approved public agency facility.

14. MAPS: Maps will be issued as required through the EOC.

15. TRANSPORTATION:

a. Organic assets will be utilized. Request for additional support will be consolidated at Command Headquarters and STARC EOC. Requests shall include number of personnel or type and quantity of cargo to be moved, origin and destination of movement and when required.

b. Motor convoy movements - FORSCOM Reg 55-1 (Unit Movement Planning) will be the governing regulation for all motor convoy movements. Initial request for convoy clearances, use of toll roads and/or movements of heavy equipment will be made by the Command Headquarters and submitted telephonically to Director of Logistics at STARC EOC. Request should contain routes of march, number of vehicles, departure times from station, arrival time and designated assembly area. Time permitting, request will be submitted on DA Form 1265 (Request for Convoy Clearance) by most expeditious means.

c. Road guides will be used in pairs only.

d. Units will provide each driver a thorough briefing including a strip map of both primary and alternate routes to assembly, billeting and operational areas.

e. Use of Toll Facilities. Arrangements have been made with Massachusetts Port and Turnpike Authorities to allow military vehicles to use the Mystic/Tobin Memorial Bridge, Sumner and Callahan Tunnels and the Massachusetts Turnpike without

collecting tolls. Task Force/Organization/Units will maintain appropriate records of use of these facilities by military vehicles and submit such records to TAGMA ATTN: POT-MS within 10 days after release from State Active Duty so that invoices submitted by these authorities can be verified for payment.

f. Safety. Strict observance of civilian traffic signals, stop signs and speed limits, unless otherwise directed by State, Local or Military Police Officers.

g. Loading Plans.

(1) Unit Loading Plan. Each unit will prepare and maintain an up to date load plan for Domestic Emergency Operations. Plan will include movement of all personnel and necessary equipment. See Appendix 5 (Vehicle Load Card).

(2) Load Plans will be prepared using organic transportation.

16. SERVICES:

a. Supply. Unit equipment or supplies shall not be loaned or furnished to any agency (government, police or civil) without approval from this Headquarters.

b. Maintenance.

(1) User maintenance will be stressed by all Commanders. Particular attention will be directed to equipment operating in Domestic Emergency Areas.

(2) Unit maintenance will be performed by organic maintenance personnel at nearest fixed facility, e.g. Armory, OMS.

(3) Mobile Maintenance Teams comprised of Organic Maintenance personnel and equipment will be available during Domestic Emergencies.

(4) Evacuation of disabled equipment will be made to the nearest Armory or OMS.

(5) Request for direct support maintenance will be submitted to direct support unit organic to the Task Force or to the Combined Support Maintenance Shop (CSMS) through the Director of Maintenance IAW procedures in TAGMA Pam 750-1.

(6) When units assigned to a Task Force do not have organic maintenance capabilities, TF Commanders will satellite these units on other organizations possessing an organic maintenance capability.

c. Bath. Bath facilities are essential, but not necessarily at or in the immediate vicinity of troop billets. Junior and Senior High Schools and Colleges usually have adequate shower facilities. Commanders shall consider YMCA's and athletic field houses as alternate sources for this service. Request for this service shall be submitted through the Chain of Command to the STARC EOC, ATTN: DOL.

d. Laundry.

(1) Extra uniforms, underwear, socks, and necessary personal toilet articles for four (4) days will accompany troops on departure from home station.

(2) Request for laundry service will be submitted through the chain of command to the STARC EOC, ATTN: DLOG.

e. Food Service.

(1) Troops shall normally be fed a minimum of two hot meals per day. When duties or time span precludes hot meals, a sandwich meal and beverage or MRE may be fed.

(2) Garbage disposal. Utilize existing municipal service when possible. When necessary, units haul to authorized local dumps or sanitary fill. Garbage shall not be allowed to accumulate. Garbage pits shall not be dug in bivouac areas within municipalities. When request exceeds unit capability, request for assistance/service should be made thru the Chain of Command to obtain proper permits for local use of sanitary landfill, if appropriate.

17. TROOP BILLETS AND BIVOUACS:

a. General.

(1) Section 51, Chapter 33, General Laws, gives the right of entry of certain public and private land to the Armed Forces of the Commonwealth of Massachusetts. Section 52 provides for payment of compensation to the owners of land so occupied. Commanders will take necessary steps to keep damage to a minimum within the limits imposed by their mission.

(2) Where possible, troops shall be billeted in buildings such as armories, schools or dormitory type facilities in or near the emergency area of operations. If this is not feasible, bivouacs shall be established in parks, athletic fields, stadiums, airfields, etc.

(3) Troop billets and bivouac sites will be selected as follows:

(a) HQ STARC MAARNG will select possible troop billets and bivouac sites for deployed units when time-distance from unit armory prevents their use during emergency operations.

(b) HQ STARC MAARNG will direct, as appropriate, units to select and make arrangements for their own billets and bivouac sites.

(c) If military billeting is not available, or if mission time or distance precludes the individual returning to his home, civilian quarters may be authorized.

b. Billets. Where possible, buildings selected for the billeting of troops shall be capable of accommodating company or battalion size organizations in order to maintain the organization's integrity and control.

c. Bivouacs.

(1) Areas selected for troop bivouacs in or near city areas shall provide adequate space for vehicle parking and food service activities in addition to space required for the pitching of tents and troop formations.

(2) Field type latrines will not be used in parks, stadiums or other bivouac sites in built up areas. Request for commercial chemical latrines, when required, shall be made thru the Chain of Command to the USPFO.

d. Security. The Commander shall provide for the security of armories or other buildings used for troop billets or bivouacs. Military vehicles will be parked in a suitable area under guard. Vehicles will not be left unguarded on city streets. Unauthorized persons will not be allowed to enter troop billets or bivouacs.

e. Cleanliness of Troop Billets or Bivouac Areas.

(1) Commanders must insure that billets and/or bivouac areas are thoroughly policed prior to release or departure of troops.

(2) Refuse will be properly disposed of in accordance with local ordinances.

f. Agreements. Permission will be obtained in writing from the agency, corporation, governmental unit or persons owning or controlling the billets and bivouac sites. Any document to be executed on behalf of the National Guard will be reviewed by the Staff Judge Advocate of the senior commander concerned and forwarded to this headquarters with comments prior to execution.

(1) As soon as possible, preferably prior to occupancy, Task Force/ Organization/Unit Commanders will notify STARC EOC of occupancy and furnish a statement indicating the condition of premises including an inventory of all personal property on the premises with notes as to the condition thereof. This statement will be signed by both the Commander and the owner or occupant. A similar statement will be prepared at the termination of such occupancy.

(2) Completed Statements will be forwarded to TAGMA ATTN: MAAR-POT-MS within 5 days after termination of occupancy for the purpose of settling claims, if any, incident to such occupancy.

18. UNIFORMS AND EQUIPMENT:

a. General. The following items of uniform and individual equipment are prescribed for members of the Massachusetts Army National Guard performing operational missions during domestic emergencies:

(1) Uniforms:

Cap, BDU
Belt, trousers, w/buckle
Boots, combat
Coat, cold weather w/liner
(when appropriate)
Gloves, black w/inserts
Trousers, cbt, camouflage
(BDU Pants)
Jacket, field, camouflage
Socks, wool, cushion sole
Foul Weather Boots/or Rubber Boots

(2) Individual Equipment:

Bag, sleeping w/case and mattress
Belt, pistol
Pouch, small arms, ammo - 2 each
Case, first aid, packet
Holster (when appropriate)
Helmet, Kevlar
Suit, rain
Cover, canteen
Canteen, w/cup - 2 each
* Mask, protective
* Bayonet, knife w/scabbard
* Individual Weapon
* Baton, riot
* Vest, armored
* Shield, Face
Overshoes, men's rubber
Suspenders
Flash Light
Chem Stick

* Civil disturbance use only

Note: If/when M16A1/A2 is issued for use in civil disturbance operations, installation of a locking plate is required to preclude automatic fire. Plates can be obtained through normal supply channels using FSN 1005-00-233-9031. Each unit must have sufficient lock plates on hand, in the supply room, to install on all weapons in the event of an emergency.

b. Wearing instructions: Items of individual equipment, less protective mask, listed in previous paragraph, shall be worn as shown in FM 21-15. Field protective mask shall be worn as shown in FM 21-41.

(1) Unless otherwise directed, those individuals who are armed with a pistol, and of necessity are given "on the street" assignment, will also be armed with the riot baton. When pistols are carried or worn by individuals, they will be secured to the individual by a lanyard. (NGR 190-11).

(2) Extra uniforms, extra underwear, socks and necessary personal toilet articles for four (4) days will accompany troops on departure from home station.

19. REPORTS:

a. A report of vehicles used from commercial sources will include name of Common Carrier, point of origin, destination, period of use, and number of troops used and will be forwarded to Director of Logistics, HQ STARC MAARNG, as soon as possible after release or after contracting when period of use is extended.

b. Report of MREs consumed will be forwarded to Director of Logistics, HQ STARC MAARNG, within 10 days after release from State Active Duty.

c. Additional reports will be submitted as required by SLSC.

20. VENDORS BILLING:

a. Purchases by SLSC. SLSC will forward two (2) copies of itemized bills covering delivery of all supplies and equipment purchased, to appropriate Task Force Supply Officer. Itemized bills will indicate the date and place of delivery, quantity, unit price and total invoice price. Task Force Supply Officer will verify receipt of supplies and equipment on the face of the invoice and forward to TAGMA ATTN: MAAR-POT-MS, NOT LATER THAN 10 days after release from State Active Duty.

b. Local purchases when authorized. Organization/Units authorized local purchases will forward two (2) copies of itemized bills, by Letter of Transmittal, listing all invoices, through channels to TAGMA ATTN: MAAR-POT-MS, NOT LATER THAN 10 days after release from State Active Duty. Itemized bills will indicate the date of delivery, quantity, unit price and total invoice price. In addition, purchase authority will enter the certificate indicated below on each copy of each invoice.

"I certify that items indicated here on were purchased under authority granted by The Adjutant General, Massachusetts, and were necessary to accomplish the Military Mission assigned to the Task Force/Organization/Unit by the Commander-in-Chief during the period of State Active Duty performed on _____ (Dates) _____".

21. DISPOSITION OF PROPERTY: At the termination of State Active Duty, all commanders will:

a. Make a complete check of all Federal and State property to determine loss, unserviceability, and need for cleaning and repair.

b. Collect and prepare all State property for storage, as directed by Director of Logistics, HQ STARC MAARNG.

c. Account for any Federal and/or State property in accordance with Massachusetts Army National Guard Installation Logistics Procedures.

d. Process all unserviceable property for salvage.

e. Forward all adjustment documents, prepared in accordance with previous paragraphs c and d, to TAGMA ATTN: MAAR-POT-MS NOT LATER THAN 10 days following release from Sate Active Duty.

22. MISCELLANEOUS:

a. Natural Disturbance.

(1) As an exception to the equipment reporting procedures, Appendix 6 to this Annex requires reporting of equipment "available for deployment" by type and armory location, by a designated Major Command (42d DIVARTY, 51st TRP CMD, DET 5 STARC, and Air National Guard,).

(2) "Available for deployment" implies those type vehicles that are able and ready to be utilized for general duty employment (e.g. transportation of sand bags, personnel, etc.). "Built-up" mess/maintenance trucks, RATT vehicles, etc. are not considered available for deployment.

b. Civil Disorder. Reportable assets will be accomplished, as required, thru the designated Chain of Command.

c. Reimbursements for all classes of supply, repair parts and aircraft operations will be submitted in accordance with Appendix 6 (After Action Report) to Annex B (Concept of Operations).

APPENDICES:

1 - Sample Menu - First 24 Hours
2 - Motor Fuel Locations
3 - Domestic Emergency Ammunition Allowances
4 - Temporary Ammunition Hand Receipt
5 - Vehicle Load Card

APPENDIX 1

ANNEX E

LOGISTICS

SAMPLE MENU - FIRST 24 HOURS

BREAKFAST	LUNCH	DINNER
Bacon	Frankfurters	Baked Ham
Eggs	Mixed Sweet Pickles	Potatoes, Sweet
Butter	Baked Beans	Buttered Peas
Milk	Sauerkraut	Bread
Bread	Roll	Butter
Orange Juice	Butter	Cookies
Coffee	Apples, Fresh	
Cereal		

INGREDIENTS - 100 MEALS (PERISHABLE)	UNIT	BKFAST	LUNCH	DINNER
MEAT AND MEAT PRODUCTS:				
Bacon, Slab	lb	18		
Frankfurters	lb		35	
Ham, cooked, smoked, boneless	lb			40
DAIRY FOODS AND EGGS:				
Butter	lb	5	5	10
Eggs	dz	17		
Milk	gl	6.25	6.25	6.25
FRUITS, FRESH				
Apples, Fresh	lb		35	
MISCELLANEOUS				
Bread, fresh, white	lb	12		12
Juice, orange 3 cyl	cn	12		12
Sauerkraut #16	cn		3	
Rolls, Frankfurter	dz		17	
Peas #10	cn			3
Cookies	ea			200

APPENDIX 2 (MOTOR FUEL LOCATIONS)

ANNEX E

LOGISTICS

MOTOR FUEL LOCATIONS

LOCATION	PHONE	OMS	MOGAS	CAPACITY	DIESEL	CAPACITY
CP EDWARDS	508-968-5835	22	YES	5,000	YES	12,000
DORCHESTER	617-282-9412	1	YES	8,000	YES	8,000
FALL RIVER	508-672-8529	21	YES	5,000	NO	5,000
FORT DEVENS	508-796-3547	CSMS	YES	10,000	YES	10,000
FRAMINGHAM	508-872-1892	7	YES	8,000	YES	8,000
PITTSFIELD	413-442-4486	2A	YES	5,000	NO	
QUINCY	617-479-1958	18	NO		YES	5,000
READING	617-944-5139	4	YES	10,000	YES	10,000
REHOBOTH	508-252-4883	21A	YES	5,000	NO	
WESTFIELD	413-568-4485	2	NO		YES	8,000
WHITINSVILLE	508-234-9375	23	YES	5,000	YES	5,000

NOTE: CSMS HAS TWO (2) MOGAS POINTS OF 8,000 GALLONS CAPACITY.

APPENDIX 3

ANNEX E

LOGISTICS

TYPE BATTALION PACKET

1. General: The allocation of ammunition/chemical agents depicted here represent a type basic load for a 500 man battalion and may be used as guidance for planning for civil disturbance only.

2. Allocation of Ammunition/Chemical Agents:

a. Type Battalion Load:

ITEM	BASIS	PER BN
Cart 5.56 mm	60 rds per indiv	30,000 rds
Cart cal .45 Ball	21 rds per indiv	2,100 rds
9MM Ball	30 rds per indiv	15,000 rds
Gren, CS1, M7A3	100 per unit (x5)	500 ea
Chem Agt, CS1, Bulk, K768	1 bx (40 lbs) per disp (x5)	5 bxs
Shell, Shotgun 12 ga #00	10 rds per wpn (x12)	120 rds
Shell, Shotgun 12 ga #7.5	10 rds per wpn (x12)	120 rds
Shell, Shotgun 12 ga #9	10 rds per wpn (x12)	120 rds

3. Prescribed Stockage/Storage and Issue of Ammunition/Chemical Agents:

When authorized by The Adjutant General, issue of ammunition/chemical agents will be made on DA Form 581. Issue and turn-in of ammunition/chemical agents will be accomplished using the same procedures contained in TAGMA Pam 350-4. Turn-in will only be accomplished after coordination with USPFO.

4. Issues to units will be made only to those individuals designated by order of the Task Force Commander (letter or written order). Identification presented will be current military identification card (2A) (2A Res).

APPENDIX 4

ANNEX E

LOGISTICS

(UNIT HEADING)

(DATE)

TEMPORARY AMMUNITION HAND RECEIPT

I hereby acknowledge receipt of ammunition issued beside my signature. I am aware that each round of this ammunition must be accounted for if any rounds are expended. I will make a detailed report on the circumstances including names of witnesses. All unexpended rounds of ammunition will be turned in, as directed by a superior officer or non-commissioned officer, upon completion of mission.

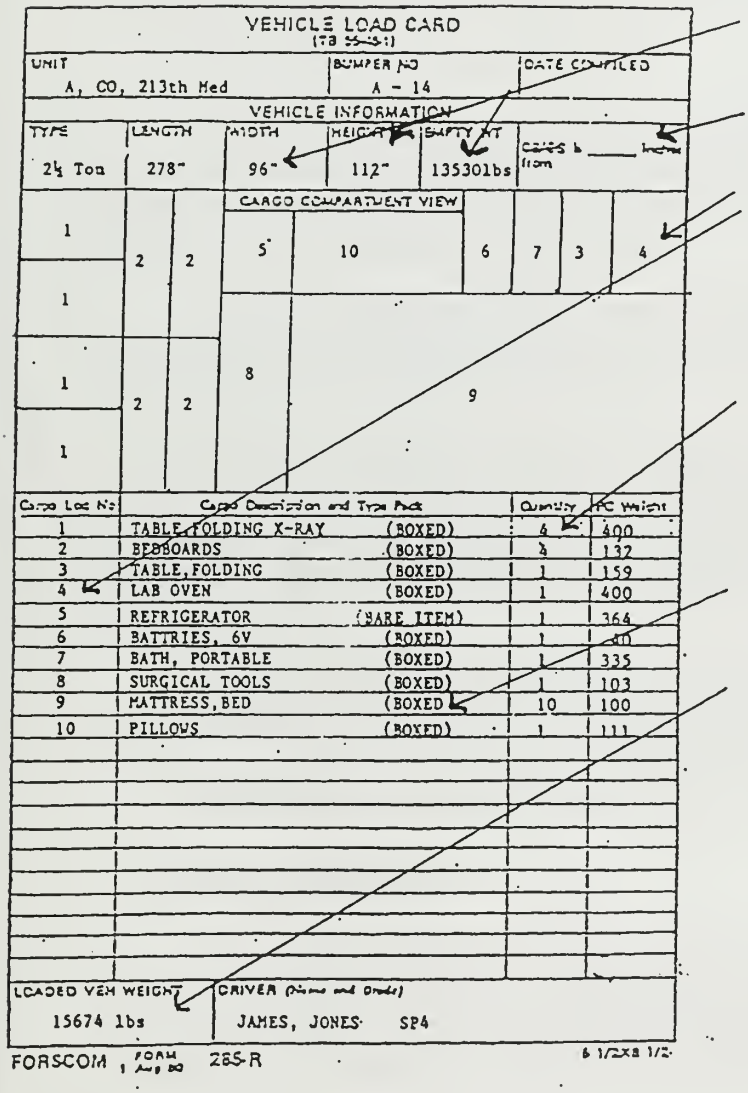
QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY	DODIC/DESCRIP.	SIGNATURE

APPENDIX 5

ANNEX E

LOGISTICS

SAMPLE - VEHICLE LOAD CARD



VEHICLE LOAD CARD
(TB 55-46-1)

UNIT	BUMPER NO	DATE COMPILED
A, CO, 213th Med	A - 14	

VEHICLE INFORMATION

TYPE	LENGTH	WIDTH	HEIGHT	EMPTY WT	CARGO h ____ inches from
2½ Ton	278"	96"	112"	13530lbs	

CARGO COMPARTMENT VIEW

1	2	2	5	10	6	7	3	4
1								
1	2	2	8	9				
1								

Cargo Loc No	Cargo Description and Type Pack		Quantity	PC Weight
1	TABLE, FOLDING X-RAY	(BOXED)	4	400
2	BEDBOARDS	(BOXED)	½	132
3	TABLE, FOLDING	(BOXED)	1	159
4	LAB OVEN	(BOXED)	1	400
5	REFRIGERATOR	(BARE ITEM)	1	364
6	BATTRIES, 6V	(BOXED)	1	80
7	BATH, PORTABLE	(BOXED)	1	335
8	SURGICAL TOOLS	(BOXED)	1	103
9	MATTRESS, BED	(BOXED)	10	100
10	PILLOWS	(BOXED)	1	111

LOADED VEH WEIGHT	DRIVER (Name and Grade)
15674 lbs	JAMES, JONES SP4

FORSCOM FORM 285-R 8 1/2X8 1/2

Reduced configuration IAW TB 55-46-1

Computed from home station

Show where items are loaded in the cargo compartment.

A DD Form 1750 (Packing List) is required for each item packed in a box or container.

List the number of items and the weight of each. All items will be reduced to the shipping configuration listed in TB 55-46-1.

List any packing and crating material needed for items loaded on vehicle.

Total weight of items loaded above the red lines, plus the empty weight of the vehicle.

ANNEX F

PERSONNEL AND ADMINISTRATION

1. GENERAL.

a. This Annex contains information and instructions pertaining to personnel and administration. It includes Personnel Management Procedures, Personnel Strength Reporting, and Pay and Allowances during State Active Duty Operations.

b. State Active Duty Orders (SADO).

(1) Upon notification by proper authorities of a need for National Guard personnel to participate in a State Active Duty role, The Adjutant General of Mass (TAG) will authorize State Active Duty Orders (SADO), which will designate the units involved in the emergency. (Format 801).

(2) Units identified for State Active Duty will be notified by TAGMA and directed to publish unit orders placing selected individuals on duty. Individuals selected will be at the discretion and direction of TAGMA.

c. All reports submitted under this Annex, whenever appropriate, will be prepared using the same forms and procedures as prescribed in current National Guard Regulations governing Inactive Duty Training, (IDT). However, they will be clearly stamped or typed, "STATE SERVICE, CHAPTER 33, GL, MASS" in capital letters at the top of each form.

d. Reports should be expeditiously submitted through channels to the appropriate staff sections at STARC EOC, utilizing appropriate communications sources.

2. PERSONNEL MANAGEMENT PROCEDURES.

a. Personnel Actions.

(1) Personnel called to State Active Duty, are required to possess physical and MOS qualifications necessary to perform the assigned task. Personnel failing to meet this criteria will be so identified. Strength reports submitted to STARC EOC must indicate the number of personnel in this category.

(2) Full Time Support Personnel (Technicians and AGR) called to State Active Duty are covered in detail in para 8.

(3) Personnel with current enlistment nearing expiration may re-enlist during State Active Duty.

(4) Massachusetts Military Academy (MMA) Cadets will report to their current unit of assignment during State Active Duty.

(5) Personnel scheduled to depart for Initial Entry Training (IET) during State Active Duty will depart as scheduled.

(6) The Office of the State Quartermaster will be responsible for determining Armorer Timetables for those armories that have been designated to be open on a 24 hour time schedule.

(7) Soldiers awaiting IADT or who have not completed Phase I of IADT will not be ordered to State Active Duty.

b. Personnel Services.

(1) Leaves

(a) Task Force Commanders are authorized to establish their own leave policy. Leaves may be granted for periods in excess of 72 hours for only the following reasons.

1. Serious illness or death of a member of the soldier's immediate family.

2. Personnel holding essential Public Service Agency positions. (e.g., State and Local Police, Fire Department employees, NYNEX employees, etc.).

3. Other reasons of a personal emergency nature. (e.g. Fire damage to home, etc.)

(b) Task Force Commanders have the authority to cancel leaves granted in advance of a call-up. Such cancellations should be based upon the situation, soldier's specialty and/or the criteria outlined above.

(c) Appropriate disciplinary actions under Chapter 33, Massachusetts General Laws, will be taken against individuals determined to have been Absent Without Leave (AWOL).

(d) Task Force Commanders may delegate the authority to grant leave to the Unit Commander.

(e) Except as indicated above, leaves will not be granted during periods of State Active Duty.

(2) Passes.

(a) Task Force Commanders are authorized to establish their own pass policy and may delegate the authority to grant passes to the Unit Commander.

(b) Passes may be granted for periods not to exceed 72 hours.

(c) The provisions of AR 630-5 outlines the guidelines and forms utilized for passes.

(d) Personnel receiving a pass must have it in their possession at all times when outside the confines of a military installation.

(3) Commanders should not excuse from duty (leave or pass) more than ten percent (10%) of their present duty strength.

(4) Religious Services.

(a) The Task Force Commanders will be responsible for coordinating and scheduling religious services. Services will be scheduled relative to the length of stay on State Active Duty. Attendance is voluntary.

(b) Local Commanders are responsible for informing troops and providing transportation as required.

(c) Unit Commanders are to inform Task Force Commanders of their requirements for religious services.

(5) Special Services.

(a) Post/Base Exchange privileges will be limited while on State Active Duty. For duty during extended periods the Task Force Commander should arrange for Post/Base Exchange privileges (AR 60-20, Paragraph 3-8).

(b) Mail service will be provided when State Active Duty is for a continuous period of one week or longer.

(c) Off Duty Special Services activities for troop rest and relaxation will be planned and implemented at unit/organization level. Activities scheduled outside military jurisdiction requires TAGMA approval. Operators of military vehicles must be in the proper uniform.

(d) Civilian clothing is not authorized in area of operations.

(6) Awards and Decorations. Commanders should submit requests for applicable State Awards for Emergency State Active Duty, to TAGO (ATTN: MAAR-PER), additional information may be found in Chapter 4, TAGMA Pamphlet 672-5 for applicable State Awards.

(a) All individuals performing honorable State Active Duty three (3) or more consecutive days are eligible for the Massachusetts Emergency Service Ribbon and or applicable appurtenances. Roster required by Appendix H, TAGMA Pam 672-5 will be forwarded to MAAR-PER.

(b) MAAR-PER will provide a copy of the roster to PSC and entry will then be made in item 27 of DA Form 2-1 (Personnel Qualification Records) as follows: "State Active Duty (Date) Mass Emergency Service".

(c) Requests for Massachusetts Meritorious Unit Commendation for service during 5 or more days will be submitted in accordance with TAGMA Pam 672-5 para 4-5.

3. PERSONNEL STRENGTH REPORTING.

DAILY CONSOLIDATED STRENGTH REPORT. (Appendix 1)
Units will report strengths to Command Headquarters, each hour on the hour, for the first eight hours, or until all available personnel are assembled. Thereafter, units will submit Daily Consolidated Strength Report as of 2400 hours daily, to be Faxed to DPERS at STARC EOC, NLT 0800 hours daily. FAX number is DSN 220-2410, Commercial 1-800-362-4452 X 2410.

4. PERSONNEL SPOT REPORTS. Spot Reports are one-time reports used by all levels of Command to transmit information on accidents, injuries, and incidents of a serious nature to STARC.

a. Spot Reports will be transmitted by the most expeditious means available (primarily telephone or FAX) and will include the following information. Telephone number is 1-800-362-4452 X 2251, Fax number is DSN 220-2410, Commercial is 1-800-362-4452 X 2410.

(1) Type of Incident: (Brief Summary)

(2) Date and Time of Incident:

(3) Location:

(4) National Guard Personnel Involved: (Name/Rank/Orgn/Type of Injury).

(5) Potential Claimants (If Any)

(6) Nature of Damage/Injury to Non-Guard Members:

b. A serious incident is defined as follows:

(1) Death of a member of the Massachusetts National Guard.

(2) Death of a civilian which may have resulted from a military operation

(3) Injury of a member of the Massachusetts National Guard which results in dismemberment or total disability, or serious illness requiring hospitalization.

(4) Injury of a civilian, which may have resulted from a military operation, and which may result in dismemberment or total disability.

(5) Incidents which result in the apprehension or confinement by civilian law enforcement agencies of members of the Massachusetts National Guard.

(6) Theft of weapons or other military equipment.

(7) Damage to any property (military or non-military) when such damage exceeds $5,000.00 dollars.

(8) Incidents which might prove embarrassing to the Massachusetts National Guard or to public officials.

5. ACCIDENTS AND INCIDENTS.

a. Accidents or incidents, involving damage of either military or civilian property, will be reported immediately to STARC EOC, through the Task Force Commander.

b. Completed accident reports and claims will be submitted as soon as possible.

(1) Military Property. Reported to TAGO MA (ATTN: State Safety Officer) using DA Form 285. This form will be prepared and submitted regardless of type of equipment damaged. Assistance for determining military equipment Estimated Cost of Damage (ECOD) is obtained by submitting a DA Form 5504. (Request for Maintenance) through the State Surface Maintenance Office (SSMO) to the Combined Support Maintenance Shop (CSMS). Assistance for completing the DA Form 285 (Accident Report) can be obtained upon request to the State Safety Office.

(2) Non-Military Property. Claims for damage of any type, or injury to persons other than military, will be referred to the State Claims Clerk at TAGO MA. See TAGMA Pamphlet 27-1 for guidance.

6. INJURY, SICKNESS, AND DEATH.

a. Major injuries and illnesses requiring hospitalization and deaths will be reported, immediately as they occur, through channels to STARC EOC utilizing the Personnel Spot Report.

b. All claims for Military personnel resulting from injury, sickness, or death including claims for repair or replacement of broken eyeglasses, dentures or other prosthetic devices worn or carried will be expeditiously forwarded to TAGO (ATTN: Death and Injury Board), utilizing AGO Form 61.

(1) First Endorsement on Page 4. To be completed by claimant's Unit Commander.

(2) Second Endorsement. To be completed by next higher headquarters.

(3) Third and Fourth Endorsement. To be completed by TAGO.

c. Personnel who, as a result of injury or illness, are unable to return to their normal civilian occupation as a result of such illness or injury will remain on State Active Duty pending a Medical Evaluation by a Medical Officer. Request for continuation of State Active Duty Status will be submitted to TAGMA, (ATTN: Death and Injury Board), using AGO Mass Form 61.

d. In the case of death, the procedures of TAGMA Pam 608-2 and the following paragraph 7 will govern.

7. CASUALTY REPORTING AND PROCEDURES.

a. Reporting of Death. Death of civilian or military personnel is a serious incident and is reportable on a SPOT report as required by para 4b(1) of this Annex.

(1) Civilian. Notify the local police authority who will investigate.

(2) Military.

(a) Organization Commander will appoint a field grade officer to notify the next of kin in person. When available, a Chaplain should also accompany this officer when the family is personally notified.

(b) The local police must be notified. They will call for a medical examiner, prior to authorizing a funeral director to remove the deceased.

(c) Appoint a Line of Duty Officer to investigate the circumstances of death, in accordance with NGR 600-8-1.

(d) Survivor Assistance Officer will be assigned to the family of the deceased soldier. Appointment and duties are contained in TAGMA PAM 608-1.

b. Deceased military personnel will be evacuated to the nearest military or civilian installation maintaining a mortuary.

c. Personal Effects.

(1) Civilian. Personal effects found on the body will be identified, inventoried and turned over to local police authorities.

(2) Military. Personal effects found on the body will remain with the deceased until just prior to release from Military control. These effects will then be turned over to the family representative.

d. Military death benefits and entitlements are listed in TAGMA Pam 608-2.

(1) Paragraph 5 - State Active Duty Status (Chap 33, Mass General Laws)

(2) Paragraph 7 - Army/Guard Reserve (AGR) Duty Status (Title 32, USC 502(f)

(3) Additional benefits and entitlement information for the next of kin will be the responsibility of the assigned Survivor Assistance Officer (SAO).

8. TECHNICIANS/AGR LEAVE POLICY FOR SAD (FULL TIME SUPPORT PERSONNEL).

a. State Active Duty **WITHOUT** Pay. No individual will be ordered to SAD without pay unless the person volunteers, in writing, for such duty. Volunteers will have the rights, benefits, protection and immunities as if ordered to SAD with pay.

b. State Active Duty **WITH** Pay.

(1) Technicians serving under permanent or temporary indefinite status ordered to SAD may be carried in a Law Enforcement Leave (LEL) status for a period not to exceed 22 workdays in a calendar year. Excused absence may not be granted for performing such duty. Individuals will be carried in the Law Enforcement Leave (LEL) column on the Individual Time and Attendance Card.

(2) Temporary employees will be carried in a leave status other than LEL, such as Annual Leave (AL), Compensatory Time (CT) (if previously earned) or Leave Without Pay (LWOP) if no other leave is available. Temporary employees are not authorized Military Leave or Law Enforcement Leave (LEL) under any circumstance.

(3) Pay for military service under the provisions of subchapter S14-3, NGB TPR 990-2/B630-S14 may not be less than the pay due a technician as his/her regular civilian pay for the same period of time. Military pay and allowances received (other than travel, transportation, or per diem allowance) shall; be credited against the

technician's civilian pay and, if less than the civilian pay, the technician shall be paid the difference. If military pay exceeds civilian pay, no civilian pay will be made, nor will a refund of the excess be required.

(4) Technicians who suffer injury or death as a result of SAD are not eligible under the Federal Employee's Compensation Act. However, a Technician would be eligible for State employee compensation benefits under applicable state law provided injury or death occurred in the line of duty.

c. Use of AGR Personnel for SAD Missions. There are two separate directives from the National Guard Bureau prescribing the performance of SAD Missions by personnel in Active Guard/Reserve (AGR) status (NGR 600-5 for Army Guard and ANGR 35-03 for Air Guard). These separate directives should be consulted for any NGB policy changes prior to issuance of orders.

(1) Army AGR (reference Chapter 3, NGR 600-5). An AGR member may be utilized to assist in SAD Missions and continue to be entitled to Federal pay and benefits under either of the following conditions. (Note these two situations do not require use of official leave by the soldier).

(ADDITIONAL NOTE: Paragraph 3-3, NGR 600-5 prescribes that all leave and permissive TDY as explained in Chapter 12, AR 630-5 is nonchargeable administrative absence in travel performed at no expense to the federal government to participate in an activity which is semi-official in nature and which is not required in the performance of the member's assigned duties as an AGR. Purposes for which permissive TDY may be authorized and approved are in Chapter 12, AR 630-5. Requests for permissive TDY must be documented on DA form 4187 (Personnel Action) which contains the required information by the member.

(a) Activation, ordered, or called to SAD of a unit in which the AGR member is assigned. (Unless approved for permissive TDY, the soldier should perform substantially the same duties as those performed in the AGR program.) Individuals may not receive SAD basic pay while serving in an AGR status. (Payment of State travel/per diem funds is not prohibited). If state laws or regulations require payment of SAD basic pay, any such pay received by AGR personnel is property of the United States and is received on behalf of the United States. Such pay will be turned over to the nearest Army finance and accounting office as general treasury receipts.

(b) AGR personnel who normally perform their regular duties at an armory may be utilized to support State mission in use of armory, provided State mission does not interfere with performance of regular AGR duties. (For example, AGR personnel assigned to an armory may be called in to open the armory for travelers stranded in a blizzard, issue blankets and other supplies as authorized by State authorities, and otherwise operate the armory in connection with the state emergency.) AGR personnel other than those regularly assigned in the armory on a full-time basis will not be used for these purposes in an AGR status.

(2) Army AGR (reference chapter 3, NGR 600-5). AGR members are authorized to perform SAD on an individual basis provided - (Added Note. This instance does not restrict usage of members to regular duties at normal location, permits continuation of Federal pay and benefits and does not prohibit receipt of State basic pay as the soldier must be on chargeable leave on a completed DA Form 31.)

(a) Unit of assignment is not activated. Should unit of assignment be activated while soldier is performing SAD in leave status, soldier will be ordered back to duty.

(b) Individual is in an official leave status, as prescribed by AR 630-5, and desires to volunteer for SAD. Soldier must be in an official leave status during the entire SAD period. (Added Note. DA Form 31 leave request by AGR member signed by supervisor must be received by HRMO within two days of the start of the leave period.)

(3) Air AGR (reference Chapter 3, ANGR 35-03). Members of the ANG serving in military duty status under the provision of ANGR 35-03 may remain in that status, and continue to be entitled to Federal pay and benefits, if he or she is required to perform a state mission in connection with a call or order to SAD that does not exceed three days. (Added Notes. AGR members are restricted to the performance of duties of the full-time position of assignment. SAD pay is not authorized.)

(a) The Chief, National Guard Bureau (CNGB) may authorize military duty personnel to perform longer periods of SAD without loss of Federal pay or benefits. Fully justified requests for such authority should be made by priority message to NGB/MPP.

Added Note. AGR members are restricted to the performance of duties of the full-time position of assignment unless they are on chargeable leave or permissive TDY. SAD

basic pay is not authorized. Certain situations may come under the purview of the federal government permissive TDY. The ANG publication on administrative orders, ANGR 10-7 as it supplements AFR 10-7, permit publications at base level of permissive TDY orders for special situations outlined in AFR 35-26 (Permissive Temporary Duty) for periods up to 30 calendar days. Permissive TDY is authorized absence without charge to the member's leave account to participate in official or semi-official programs for which federally funded TDY is not proper. The permissive TDY order (DD Form 1610 or composed order) must require the traveler to provide to the ANG Base Comptroller a No-Pay travel voucher upon completion of all travel).

(b) Military duty personnel ordered to SAD under circumstances other than the above must be terminated from military duty status for the duration of the SAD. (Added Note. AGR members being utilized for performance of duties different than the full-time position or for periods of SAD that exceed a chargeable leave status to satisfy the "terminated" requirement.)

9. PAY AND ALLOWANCES.

a. General.

(1) State pay and allowances including incentive pay for personnel in flight status, will be authorized as prescribed by Section 38, 40 or 41 as appropriate, Chapter 33, MGL as amended, according to the Section under which State Duty is authorized.

(2) For duties performed under Section 41, Chapter 33 Mass Gl, personnel are entitled to pay of grade with longevity and BAQ for each day or portion thereof during which the individual performed duty. BAS will not be paid where rations were available. Officers should not be charged for meals consumed. Officer and enlisted personnel, however, are entitled to BAS if their performance of duty was such that rations were not available or provided; this does not apply to "missed" meals. Where rations were available authorization for BAS must be justified in writing by the unit concerned.

(3) Minimum Pay. For duty performed while on State Active Duty, members shall be paid the same rate of pay for length of service and basic allowances as if they were on Active Duty status in the Armed Forces of the United States, however, such total compensation shall not be less than $30.00 per day.

b. Payrolls.

(1) AGO Form 39R will be completed by the unit and submitted to TAGMA (ATTN: MAAR-POT-MS) prior to the submission of DA Form 1379 for Army NG units and NGB Form 633 or AF Form 40 for Air NG units in order to expedite payment of personnel. Sample of completed AGO Form 39R can be found in Appendix 3. This form will be typed, in the same sequential order as DA Form 1379, per instructions. Computation of pay and allowances will be accomplished by certifying officer. Copies of AGO Form 39R may be reproduced locally. Leave slips must be attached to AGO Form 39R when submitted to TAGO for AGR/Technician Personnel. Failure to provide leave slips will result in that individual being Redlined on the payroll.

(2) The parent unit will be responsible for the payment of all assigned unit personnel who performed duty either with their parent unit or duty with another unit and/or at another location/armory.

(3) Each unit commander, or his/her representative is responsible for the preparation, certification, and distribution of a "Certificate of Attendance" for all "OTHER" personnel who reported into the unit. (See Appendix 4). This will serve as evidence of attendance to substantiate payment for payroll submitted by parent unit. A separate certificate for attached personnel will be sent directly to each parent unit within 3 working days of release from State Active Duty. Officer and Enlisted Personnel from the same parent unit may be listed on the same certificate.

(a) Upon receipt of certificate, each unit will prepare AGO Form 39R in sufficient copies to provide three (3) copies to TAGO.

(b) A copy of the certificate will be attached to the unit file copy of the AGO Form 39R, to support submission for payment of unit personnel who performed duty at other locations/units. A copy of the certificate is not required to be forwarded with AGO Form 39R.

(4) Unit payrolls will include only personnel assigned to the unit. Under no circumstances will a parent unit include "OTHER" personnel on their unit payroll.

(5) Air National Guard, Army Reserve personnel from other States WILL NOT be included on any unit payroll. A Certificate of Attendance will be provided to each parent unit of those who were present.

(6) The basic pay with longevity received from any State Active Duty is taxable income. IRS Form W-2 will be issued for base pay. BAS and BAQ is not taxable and will not be reflected on IRS Form W-2.

Under the new pay system for State Active Duty, personnel will receive two (2) checks for State Active Duty performed. One check will be for taxable income, base pay. The second check will be for non-taxable income, BAS and BAQ.

c. Unit and Individual Record of State Active Duty.

(1) Each Army National Guard unit called to State Active Duty will be provided pre-printed DA Form 1379 by the ADP Section, USPFO Mass. Each Air National Guard unit will be provided a printed attendance roster, NGB Form 633 or AF Form 40, by the servicing Consolidated Base Personnel Office (CBPO). Printed roster will be maintained for the period of State service, showing dates of duty and individual status during the period reported. Codes pertaining to IDT in NGR (AR) 680-1 or AFM 177-373 (Vol 3) will be used. Late arrival or early departure remarks will be entered.

(2) When selected individuals are ordered to State Active Duty, DA Form 1379 will have to be prepared manually, at the unit level, for those individuals so ordered. Blank forms can be obtained from the USPFO, Mass.

(3) In addition to providing attendance accountability, these printed rosters will serve as an administrative and historical record of the order to State Active Duty. Therefore, the forms will be completed to include appropriate entries for injuries, accidents, incidents, and other applicable matters. The completed forms will be submitted through channels to TAGO (ATTN: MAAR-PER) not later than 30 days after termination of State Active Duty.

(4) Rosters will be prepared exclusively for the period of State Active Duty and WILL NOT be a continuous report for IDT activities. These forms will contain only those entries applicable to the performance of State Active Duty.

(5) Personnel who do not report for State Active Duty and who are not excused will be considered Absent Without Leave (AWOL).

(6) DA Form 1379 will be prepared in accordance with instructions in NGR (AR) 680-1. Entries must coincide with AGO Form 39R.

(a) Column "g" will be used to record duty status each individual assigned and attached using appropriate attendance symbols. The abbreviation SAD will be entered over the dates to distinguish from a Multiple Unit Training Assembly (MUTA). This column will be further modified to serve for a maximum of twelve (12) days (Top

line for the first six (6) days, second line for the remaining six (6) days. If more than 12 days of duty are performed, an appropriate remark will be typed for each individual indicating inclusive dates of duty performance.

(b) Column "h" will have the following remarks entered as appropriate.

Rule 1 - Exempt - Abs exempt/excused from ordered to SAD (reason)"

Rule 2 - AWOL - "Abs AWOL"

Rule 3 - Attached to "Abs atch to _____."

Rule 4 - Attached from - "Atch from _____ ."

Rule 5 - Injury - "Inj (Time) (Date) LOD pend."

Rule 6 - Present - No Entry Required

Rule 7 - Other - In Accordance with Appropriate Tables in NGR (AR) 680-1.

(c) The following remark will be entered in Item 3, Remarks, Reverse side of DA Form 1379, "All personnel ordered to SAD for (Description of Operations) from _____to_____unless otherwise noted in column "h", (Authority)."

(7) Distribution of completed DA Forms 1379 will be as follows.

(a) Original - TAGO MA (ATTN: MAAR-POT-MS)

(b) First copy - Unit File Copy.

(c) Second Copy - Major Command, as appropriate.

(d) Third copy - Unit Worksheet or Battalion Copy.

10. REQUIRED REPORTS. Unit Worksheet or Battalion Copy Reports will be submitted when due and to the proper proponent as listed.

APPENDICES:

1 - Daily Strength Report
2 - Report of Serious Injury/Illness/Fatality Format
3 - Sample AGO Form 39R (State AD Payroll)
4 - Certificate of Attendance
5 - Listing of All Required Reports

APPENDIX 1

ANNEX F

PERSONNEL AND ADMINISTRATION

DAILY STRENGTH REPORT

UNIT / ORGANIZATION/ TASK FORCE	ASSIGNED			UNIT PERSONNEL PRESENT FOR DUTY			LEAVE			AWOL			TDY			TOTAL			OTHER PERSONNEL		
	OFF	WO	EP	OFF	WO	EP	OFF	WO	EP	OFF	WO	EP	OFF	WO	EP	OFF	WO	EP	OFF	WO	EP

APPENDIX 2

ANNEX F

PERSONNEL AND ADMINISTRATION

REPORT OF SERIOUS INJURY/ILLNESS/FATALITY

(UNIT DESIGNATION)

(ADDRESS)

Date:

SUBJECT: Report of * (Injury) (Illness)

1. Name, grade, and SSAN of Individual: _____

2. Parent Unit: _____

3. Nature of * (injury) (illness) and circumstances involved:

_____

_____

4. Time and date of incident and essential details: _____

_____

5. Where medical care was given: _____

_____

6. Medical prognosis: _____

_____

7. Next of Kin (Name, address, and telephone): _____

_____

NOTE: * USE APPROPRIATE WORD.

DISTRIBUTION: STARC EOC -DPERS
ORG HQ
MAJOR COMMAND
UNIT FILE

COMMONWEALTH OF MASSACHUSETTS
MILITARY DIVISION
STATE ACTIVE DUTY PAY AND ALLOWANCES

PROJECT: _____ INCLUSIVE DATES: _____

ORGANIZATION/UNIT: _____

NAME & SSN	PAY GRADE	YRS SVC	W/DEP	TOTAL # DUTY DAYS	DATES	DAILY BASIC PAY	TOTAL BASIC PAY	BAQ	BAS	INCEN PAY	TOTAL BAQ/BAS	TOTAL	HOME ADDRESS	RACE	W-4 DEDUCT

CERTIFIED CORRECT: _____

PREVIOUS EDITIONS WILL NOT BE USED
AGO FORM 39R/JAN.95

SAMPLE

COMMONWEALTH OF MASSACHUSETTS
MILITARY DIVISION
STATE ACTIVE DUTY PAY AND ALLOWANCES

SAMPLE

PROJECT: NO NAME STORM

INCLUSIVE DATES: 12 - 13 DECEMBER 1993

ORGANIZATION/UNIT: CO D 101 EN BN (WPFVDO - 132)

(1) NAME & SSN	(2) PAY GRADE	(3) YRS SVC	(4) W/DEP	(5) TOTAL # DUTY DAYS	(6) DATES	(7) DAILY BASIC PAY	(8) TOTAL BASIC PAY	(9) BAQ	(10) BAS	(11) INCEN PAY	(12) TOTAL BAQ/BAS	(13) TOTAL	(14) HOME ADDRESS	(15) RACE	(16) W-4 DEDUCT
ONES, JAMES E. 00-00-0000	O-3	12	YES	1	13 DEC 93	$114.40	$114.40	$20.92	$7.87	NA	$28.79	$143.19	10 JIMMY LANE NORWOOD,MA 01672	2	M-1
MITH, PETER J. 00-00-0000	E-8	22	NO	1	12 DEC 93	$88.33	$88.33	$13.92	$7.87	NA	$21.79	$110.12	1 SELLARS DR READING,MA 01867	2	S-0
ROWN, ROBERT T. 00-00-0000	E-4	5	YES	2	12-13 DEC 93	$42.40	$84.80	$12.36	$7.87	NA	$40.46	$125.26	98 HOME AVE ANDOVER, MA 01865	3	M-0
ORD, HENRY 00-00-0000 (AGR)	E-7	18	YES	2	12-13 DEC 93	$72.66	$145.32	NA	NA	NA	NA	$145.32	6 GONE HOME DR BOSTON,MA 01867	5	M-3
MITH, LENNY 00-00-0000 (TECH)	E-8	26	NO	1	13 DEC 93	$98.17	$98.17	$13.92	$7.87	NA	$21.79	$119.96	1 PLEASENT ST LAWRENCE,MA 01842	6	S-0

SAMPLE

SAMPLE

CERTIFIED CORRECT: ROBERT JONES, CPT,CDR

PREVIOUS EDITIONS WILL NOT BE USED
AGO FORM 39R/JAN 95

INSTRUCTIONS FOR COMPLETING AGO FORM 39R
(STATE ACTIVE DUTY PAYROLL REQUEST)

BLOCK #

(1) FULL NAME AND SOCIAL SECURITY NUMBER (LAST NAME, FIRST NAME, MI)

(2) SOLDIERS PAY GRADE (e.g. O-3, E-6 etc)

(3) SOLDIERS YEARS OF SERVICE

(4) SOLDIERS DEPENDENT STATUS - WITH LEGAL DEPENDENTS (YES OR NO)

(5) NUMBER OF DAYS SOLDIER PERFORMED DUTY

(6) ACTUAL DATES SOLDIER PERFORMED DUTY

(7) SOLDIERS DAILY BASIC PAY

(8) SOLDIERS TOTAL BASIC PAY -BLOCK (5) TIMES BLOCK (7)

(9) SOLDIERS DAILY BAQ

(10) SOLDIERS DAILY BAS

(11) INCENTIVE PAY - SEE NOTE #4

(12) SOLDIERS TOTAL BAQ/BAS/INCEN. - ADD BLOCKS (9), (10) + (11) TIMES BLOCK (5)

(13) SOLDIERS TOTAL PAY - ADD BLOCKS (8) + (12)

(14) SOLDIERS HOR

(15) RACE - SEE NOTE #5

(16) SOLDIERS TAX EXEMPTION (AS DOCUMENTED ON W-4 FORM)

NOTE:

1. IDENTIFY SOLDIERS WHO ARE AGR/TECHNICIANS IN BLOCK (1).
2. AGR - AUTHORIZED BASIC PAY ONLY, ATTACH COPY OF LEAVE REQUEST DA 31.
3. TECHNICIANS - ATTACH COPY OF LEAVE SLIP SF 71.
4. INCENTIVE PAY COLUMN APPLIES TO AIR CREW MEMBERS AUTHORIZED FLIGHT PAY.
5. RACE - INFORMATION REQUIRED TO SUPPORT COMMONWEALTH OF MASSACHUSETTS' AFFIRMATIVE ACTION PROGRAM. (USE THE FOLLOWING CODES IN BLOCK #15)

2 = WHITE	4 = HISPANIC	6 = AMERICAN INDIAN OR ALASKAN NATIVE
3 = BLACK	5 = ASIAN OR PACIFIC NATIVE	8 = OTHER

APPENDIX 4

ANNEX F

PERSONNEL AND ADMINISTRATION

_____
(UNIT HEADING)

_____
(DATE)

+++CERTIFICATE OF ATTENDANCE+++

PARENT UNIT AND LOCATION: HHC 1 Bn 199th Inf
Someplace, MA 00000

The following personnel performed STATE ACTIVE DUTY in accordance with Section 42, Chapter 33, Massachusetts General Laws for the duty days as indicated:

GRADE (1)	LAST NAME/FIRST MI (2)	SSAN (3)	TOTAL DUTY DAYS (4)	DATES (5)
CPT	JONES, JOSEPH L	012-34-5678	5	7-11 Feb 78
SSG	SMITH, ROBERT W	111-22-3434	4	7-10 Feb 78
PFC	BROWN, LARRY T	222-33-4444	3	7-9 Feb 78

NOTE: This format will be utilized to account for personnel who reported to a unit other than their own assigned unit. A separate "Certificate of Attendance" will be sent to each parent unit of assignment. Individuals from same parent unit of assignment may be grouped on one "Certificate of Attendance".

_____
(Signature Block)

APPENDIX 5

ANNEX F

PERSONNEL AND ADMINISTRATION

REQUIRED REPORTS

TYPE	TIME DUE	SUBMITTED BY	SUBMITTED TO
CP LOCATION (Para 2b (2))	Immediately on Opening/Change	TF CDR, 42d DIVARTY, 51st TRP CMD, DET 5 STARC, ANG	STARC EOC
URGENT RESPONSE (Para 3b)	Immediately on Action	Responding Commander	STARC EOC
SITREP (Para 7e)	Every 4 hrs after each level of REDCON is declared, beginning with REDCON YELLOW	All Units	STARC EOC
AFTER ACTION (Para 7f)	10 days after release from State AD	ea TF CD & 42d DIVARTY, 51st TRP CMD, DET 5 STARC, ANG	MAAR-POT-MS
CD Evaluation (Anx B, App4 Para 8)	Annually, 30 days after evaluation	Evaluating HQ	STARC EOC
ESSENTIAL ELEMENTS OF INFORMATION (Anx C, Para 2)	Immediately on Acquisition	Acquiring Unit	STARC EOC
CAPTURED DOCUMENTS AND/OR MATERIAL (Anx C, Para #)	Immediately on Acquisition	Acquiring Unit	STARC EOC

REQUIRED REPORTS

TYPE	TIME DUE	SUBMITTED BY	SUBMITTED TO
SALUTE (Anx C, Para 8)	Immediately on Observation	Observing Unit	STARC EOC
USE OF TOLL FAC (Anx E, Para 15e)	10 days after release from State AD	All Units	MAAR-POT-MS
STATEMENTS OF OCCUPANCY AND TERMINATION OF NG TROOPS (Anx E, Para 17f)	5 days after termination occupancy	Occupying Unit	MAAR-POT-MS
VEHICLES USED FROM COMMERCIAL SOURCE (Anx E, Para 19a)	Immediately on Use	Using Unit	MAAR-LOG
MRE CONSUMPTION (Anx E, Para 19b)	10 days after release from State AD	All Units	MAAR-LOG
VERIFICATION OF SUPPLIES AND EQUIPMENT PURCHASED BY SLSC (Anx E, Para 20a)	10 days after release from State AD	All Units	MAAR-POT-MS
ITEMIZED BILLS AUTHORIZED BY SLSC (Anx E, Para 20b)	10 days after release from State AD	All Units	MAAR-POT-MS
RECOMMENDATION FOR STATE AWARDS (Anx F, Para 2b(6))	ASAP after release from State AD	All Units	MAAR-PER
ROSTER OF INDIVIDUALS COMPLETING OVER THREE DAYS STATE AD (Anx F, Para 2b(6) (a))	ASAP after release from State AD	All Units	MAAR-PER

REQUIRED REPORTS

TYPE	TIME DUE	SUBMITTED BY	SUBMITTED TO
DAILY CONSOLIDATED STRENGTH REPORT (Anx F, Para 3A) (Anx F, App 2)	Ea Hr on the Hr until A+8; thereafter 0800	All Units	STARC EOC MAAR-PER
PERSONNEL STARC EOC AVAILABILITY ROSTER (Anx F, Para 3b) Anx F, Para 4)	As of 2400 hrs daily	All Units	MAAR-PER
PERSONNEL SPOTREP (Anx F, Para 4)	Immediately	All Units	STARC EOC
ACCIDENT REPORT (MIL VEH/PERS) (Anx F, Para 5b(1))	Immediately	All Units	STARC EOC MAAR-SF
ACCIDENT REPORT (CIV VEH/PERS) (Anx F, Para 5b(2))	Immediately	All Units	STARC EOC MAAR-SF MAAR-JA
REPORT OF SERIOUS INJURY/ILLNESS/ DEATH (Anx F, Para 6a) (Anx F, App 4)	Immediately by Pers SPOTREP; followed by	All Units	STARC EOC
LINE OF DUTY (Anx F, Para 6c)	ASAP	All Units	MAAR-PER
STATE AD PAYROLL AGO Form 39R (Anx F, Para 9b) Anx F, App 6)	ASAP & NLT 30 days after release from State AD	All Units	MAAR-PER

REQUIRED REPORTS

TYPE	TIME DUE	SUBMITTED BY	SUBMITTED TO
DA FORM 1379 NGB FORM 63 AF FORM 40 (STATE AD) (Anx F, Para 9c)	ASAP & NLT 30 days after release from State AD	All Units	MAAR-PER
AIRCRAFT MISSION REPORT (Anx J, Para 3k)	1630 hrs daily	TF Cdr	STARC EOC SAAO
AIRCRAFT STATUS (Anx J, Para 31)	0900 hrs and 1630 hrs daily	TF Cdr	STARC EOC SAAO
AIRCRAFT MISHAP (Anx J, Para 3m)	Immediately	All Units	STARC EOC

ANNEX G

MEDICAL SUPPORT

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1. CONCEPT OF OPERATIONS.

a. Military casualties will be evacuated by Mass NG personnel to the closest military hospital whenever possible.

b. Treatment beyond the capability of military medical personnel shall be provided by civilian hospitals.

c. Primary reliance for civilian medical requirements shall be on civilian facilities.

d. Civilian casualties may be treated at Mass NG aid stations, but evacuation to civilian hospitals shall be accomplished as soon as possible.

2. COORDINATING INSTRUCTIONS.

a. Task Force Headquarters:

(1) The senior assigned Medical Corps Officer within each Task Force will be assigned as the TF Surgeon. If senior position is vacant then the State Surgeon is responsible for designating a physician to be the TF Surgeon.

(2) Provide medical support from organic resources.

(3) Be prepared to support evacuation to selected civilian hospitals.

b. Task Force Surgeon:

(1) Recommending most efficient disposition of organic medical means.

(2) Selection and designation of civilian hospitals to which military casualties will be evacuated based on the following criteria:

(a) Location of hospital in relation to areas of operation.

(b) Emergency (accident) room capability.

(c) Bed capacity of hospital.

(d) Accessibility: Primary and alternate evacuation routes shall be selected.

(3) Designation of command medical re-supply point.

(4) Appoint and deploy liaison personnel to all supporting civilian hospitals. Liaison personnel will accomplish the following:

(a) Establish coordination with hospital officials.

(b) Maintain necessary rosters and records of all military personnel receiving treatment at the civilian hospital.

(c) Submit periodic reports as required by the TF Surgeon.

(d) Keep the TF Surgeon informed of real and potential problems. e.g. Inventory of critical medical supplies, type of injuries requiring a medical specialist to attend, affect of long hours on medical staff and etc.

(5) Receive all military patients to be released from the hospital and arrange for their evacuation through military medical channels, if appropriate.

c. Coordinating the evacuation of civilians treated at military medical facilities to civilian hospitals is the responsibility of the Health Services Liaison Detachment. They will be responsible for developing a plan for such evacuation. Plans are to be reviewed and approved by the State Surgeon.

ANNEX H

PUBLIC AFFAIRS

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1. PURPOSE.

To insure that MassNG personnel involved in a civil emergency are informed of their relationships with local and state civilian authorities, the general public and the news media.

2. POLICY.

a. The Adjutant General (TAG) is responsible for National Guard Public Affairs (PA) matters relating to domestic emergencies and will designate an on-site Public Affairs Team, as required. The size and make-up of the teams will be determined at the time of emergency. The Officer-In-Charge (OIC) of the team is responsible to the Director of Public Affairs for Massachusetts National Guard Public Affairs activity in the emergency area.

b. Public Affairs policy is to provide prompt and accurate information to the public, through cooperation with news media representatives. Emphasis will be placed on the fact that the Guard has been assigned a mission to assist civil authorities in protecting life and property and will carry out that mission using minimum force when restoration and/or maintenance of law and order in an assigned mission.

c. Maximum disclosure of accurate information regarding the situation in the emergency area, with minimum delay, will be the requirements.

d. News media representatives will be allowed freedom of movement provided they don't interfere with the execution of mission.

e. The news media will be furnished transportation or telephone service when available through the military escort.

f. The Public Affairs Center will normally be established in the Task Force Forward Command Post Area.

g. Facilities for news media briefing room and news media room will be provided when available.

3. GUIDELINES FOR RELEASE OF INFORMATION.

a. Prior to issuance of the Executive Order directing commitment of National Guard Forces in a domestic emergency situation:

(1) The Massachusetts National Guard will not normally volunteer a public statement concerning emergency preparations.

(2) Questions concerning possible employment of National Guard Force will be answered:

"IT IS THE POLICY OF THE MASSACHUSETTS NATIONAL GUARD NOT TO COMMENT ON PLANS CONCERNING THE POSSIBLE EMPLOYMENT OF UNITS, PERSONNEL AND RESOURCES. HOWEVER, NORMAL LIAISON WITH THE GOVERNOR'S OFFICE AND CIVIL AUTHORITIES IS AN ONGOING PROCEDURE. WE RESPECTFULLY ASK THAT YOUR QUESTIONS BE DIRECTED TO THE GOVERNOR'S OFFICE".

b. The Governor's Office will normally issue the initial news release announcing the Governor's decision to intervene in domestic emergencies. Follow-up releases may be made on National Guard related activities, by the Governor's Office, The Adjutant General, or the Task Force Commander, as determined, at the time of the emergency.

c. The Adjutant General and/or the Task Force Commander, in addition to the Governor's Office, are the only National Guard officials normally authorized to issue news releases, containing maximum allowable information at the time of deployment. Close coordination will be maintained between agencies, concerning news releases.

d. News media interest will be intense during the initial hours of the alert and deployment of the National Guard in emergency situations. Experience dictates that there will be a period of time when Commanders at all levels must exercise sound judgment in dealing with the public and the news media. Normally, release of information below Task Force level will be referred to TAGO or the TF Commander until a Public Affairs Team is operational.

e. Once the initial release is issued by the Governor's Office, there normally will not be a great demand for printed releases by the National Guard. News media interest

will normally revert to their own coverage of the situation. All National Guard releases made in printed form, subsequent to the initial release by the Governor, will be cleared by TAGO PA Office. Copies will be furnished to the Governor and Secretary of Public Safety Office.

f. The initial announcement to withdraw or release units and personnel to Home Stations will normally be made by the Governor's Office, The Adjutant General, or the Task Force Commander, depending on the nature of the emergency. Once the Task Force Commander is released from State Active Duty, normal information policies will apply, unless otherwise directed by The Adjutant General.

g. Information furnished to the news media will avoid speculation.

h. National Guard officials will not release information that is the responsibility of civil authorities.

i. National Guard casualty lists will not be released until next of kin has been notified, or a reasonable attempt of notification has been made.

j. All inquiries from the general public relating to civil functions and activities will be referred to the appropriate civil public affairs personnel.

4. EXECUTION.

a. In the event of an emergency situation, all Public Affairs assets from the 65th PAD, Camp Edwards PA, HQ Air National Guard and any additional public affairs assets that may exist because of a reorganization will fall under the Operations Control (OPCON) of the Director Public Affairs, HQ STARC. These personnel will be utilized in developing and dispatching on-site Public Affairs Teams to Task Force Command Posts. Team size and composition will be determined by assets available at the time of the emergency.

b. Although situations may vary, the Director of Public Affairs will normally act as the Liaison Officer between The Adjutant General, The Governor's Press and the OIC of the PA Team.

c. The responsibility for the dissemination of information to the news media rests with the Director of Public Affairs. Press briefings, supplemented by news releases, will

be held to provide the news media with access to key officials, factual background and accurate information and to insure prompt response to press inquiries. The Director and the PA Team will coordinate the supported civil authorities in the establishment of policies and procedures to be followed in the release of news regarding joint operational activities.

5. RESPONSIBILITIES.

a. GOVERNOR'S PRESS SECRETARY.

(1) Represents the Governor, (Commander-in-Chief of the Mass National Guard), in the matters pertaining to Guard involvement of domestic emergencies.

(2) Assisted by the Director of Public Affairs, and Director, Plans, Operations, Training and Military Support, HQ STARC; prepares initial news release announcing the decision to intervene in civil emergencies, and other releases as deemed necessary at the time of the emergency.

b. OFFICE OF PUBLIC SAFETY'S PRESS SECRETARY.

(1) Represents the Secretary of Public Safety in matters pertaining to guard involvement in domestic emergencies.

(2) Coordinate with STARC PAO on preparation of news and public briefings to ensure facts about the National Guard are accurate.

c. THE ADJUTANT GENERAL.

(1) Provides public affairs personnel and equipment from all public affairs resources available to augment the public affairs operation in the emergency area. A Public Affairs Representative will be located at each of the MEMA Area Headquarters. These PA Representatives will receive direction and guidance from the STARC-PA Representative.

(2) Coordinate with the Governor's Office in the preparation of State level news releases identifying the Task Force Commander and units comprising the Task Force.

(3) Develops measures to ensure that troop orientation and other briefings are given command emphasis. (Initial briefings should be delivered before departure from Home Stations, or as soon as possible thereafter).

d. TASK FORCE COMMANDER.

(1) Public Affairs will appoint a Public Affairs representative to support the TFC.

(2) Directs the OIC of Public Affairs Team to establish early contact with the Governor's Press Secretary, Director of Public Affairs, and other counterparts as appropriate.

(3) Insures that Public Affairs personnel and their support equipment accompany Task Force to the emergency area to provide immediate information support.

(4) Issues unclassified command internal information fact sheets daily or on a periodic basis as required to the Public Affairs representative.

(5) In coordination with the Governor's Office and The Adjutant General.

(a) Establishes a PA Center within the Task Force.

(b) Insures the Public Affairs representative issues news releases after National Guard Forces have arrived at the emergency area and PA Center has been established. (Unless release authority is retained at a higher level).

(c) Assist the Public Affairs representative in conducting news media briefings as needed/required.

(d) Assist the Public Affairs representative in news media coverage of units, including providing escorts to media personnel.

(6) Provides logistical support (food, quarters, etc.) to members of the PA Team.

e. DIRECTOR, PUBLIC AFFAIRS OFFICE, HQ STARC.

(1) Assists The Adjutant General in planning and giving guidance to Commanders and Public Affairs Personnel concerning public affairs activities.

(2) Develops plans for organization and equipment necessary for a PA Team.

(3) Coordinates with Governor's Press Secretary and staff members of HQ STARC on public affairs activities.

(4) Prepares news releases when The Adjutant General is the releasing authority.

(5) Is The Adjutant General's representative in support of Task Force Commander public affairs activities.

(6) Provides photographic/video coverage of the operation.

(7) Establishes contact with Unit Public Affairs Representative (UPAR) to assist STARC Public Affairs Office by documentation of unit activities, e.g. Photography, slides and video.

f. UNIT COMMANDERS.

(1) Commanders will use the Unit Public Affairs Representative (UPAR) to assist STARC Public Affairs Office by documentation of unit activities, i.e. Photography, slides and video.

(2) When directed by the STARC PAO, the Commander or UPAR will act as the media escort at the unit's area of operation.

(3) Commanders or UPARs will keep the STARC PAO informed of all media and public inquiries.

ANNEX I

LEGAL CONSIDERATIONS

1. GENERAL:

This Annex prescribes special instructions concerning the use of force by military forces of the Commonwealth of Massachusetts when assisting civil authorities.

2. MISSION:

When called to State Active Duty by order of the Governor, the mission of the military is to assist civilian authorities in the restoration of order and protection of life and property.

3. APPLICABILITY:

These special instructions apply whether National Guard personnel are in controlled formation or act as individuals. Commanders at all echelons, to include fire team, squad, etc., are responsible to closely supervise and enforce these special instructions within their respective commands during the operational period.

4. PURPOSE:

This Annex provides Commanders and all individual members of the Massachusetts National Guard with guidance concerning their responsibilities in domestic emergency operations; establishes measures and degrees of force; particularly emphasizes the control and disciplined use of firearms by all military personnel and advises on legal consequences of actions.

5. RESPONSIBILITIES:

a. The Adjutant General of Massachusetts.

(1) Provides legal assistance and advice to Task Force, Organization, and Unit Commanders and to all members of the Massachusetts National Guard, through the State Judge Advocate General's Office.

(2) Keeps Commanders informed of changes to statutes, interpretations, and other legal matters.

b. Task Force/Organization/Unit Commanders.

(1) Keep subordinate elements appraised of legal aspects of Domestic Emergency Operations.

(2) Provide legal assistance and advice, within capabilities, to subordinate elements.

(3) Insure that all Massachusetts National Guard personnel are aware of their legal rights and obligations when they are employed in Domestic Emergency Operations.

6. PROCEDURES AND GUIDANCE:

a. Authority to order Massachusetts National Guard units to State Active Duty is contained in Chapter 33, General Laws, Commonwealth of Massachusetts.

b. A copy of Chapter 33 (Militia Laws), Massachusetts General Laws, as amended, to include all changes through the Acts and Resolve of 1983 is contained in TAGMA Pamphlet 27-2/TAGMA ANG Pamphlet 110-03.

c. The role adopted by the Massachusetts National Guard in a Domestic Emergency is closely analogous to the normal role of the police, e.g., protection of life and property, preservation of peace, providing aid and assistance, the enforcement of laws, the prevention of crime, and the apprehension of violators.

d. In fulfilling this police function, the military should act under the same general restraints as a civilian police force. Specifically, the Commander and troops should make every reasonable attempt to use only the minimum force necessary to accomplish their mission. This principle of action helps to control the intensity of the emergency on the one hand while it works to limit possible liabilities on the other.

e. Orders should be executed under the same constraints of ordinary prudence and common sense as they prevail in normal military operations. The peculiar nature of the Domestic Emergency often finds troops in direct confrontation with angry citizens who

are the equivalent of both neighbors and antagonists. Common sense actions will help keep this emotionally charged confrontation within desirable boundaries. Prudence will also serve as the limit of subsequent liability.

f. Particular attention should be paid to the citations from the Massachusetts Constitution and subsequent opinions of the Attorney General which demonstrates the relationship between civil government and the military as found in Appendix 1 of this Annex.

7. APPLICATION OF FORCE:

a. The primary rule that governs the actions of all members of the Massachusetts National Guard in a mission of assistance to civil authorities in restoring or maintaining law and order is that, only the minimum force required will be used to accomplish the mission. This primary rule should control both the selection of appropriate operational techniques, tactics and the choice of options for arming the troops. (Rifles, M16, will be modified to prevent automatic fire.) Pursuant to this principal, the use of deadly force (e.g., live ammunition or any other type of physical force likely to cause death or serious bodily harm) is not authorized except on order of The Adjutant General of Mass.

b. Use of Deadly and Non-Deadly Force.

(1) Non-Deadly Force. Members are authorized to use non-deadly force to:

(a) Protect themselves or others against the immediate use of unlawful force by another person, or

(b) Prevent another from committing suicide or inflicting serious bodily harm upon oneself, or

(c) Thwart the commission of a crime involving threatening bodily harm, damage to or loss of property, or a breach of the peace, or

(d) Prevent an escape, or

(e) Effect an arrest for any offense or crime under the laws of the Commonwealth of Massachusetts, when any citizen would have the right to arrest. The use of non-deadly force to effect an arrest, however, is not justifiable unless members

make known the purpose of the arrest and reasonably believe that their identity and purpose are otherwise known by or cannot reasonably be made known to the person to be arrested.

(2) Deadly Force. Means force which the individual uses with the purpose of causing or which he knows to create a substantial risk of causing death or serious bodily harm. Serious bodily harm means harm which creates a risk of death or loss or impairment of the function of any body member or organ. The use of deadly force is, in effect, the power of summary execution and can be justified only by extreme urgency. Accordingly, its use is restricted by these guidelines. Accomplishment of the mission must be delayed until sufficient non-deadly force can be brought to bear. The commander will report the situation and seek instructions from either authority. The requirements of subparagraph (3) below must be met in every case in which deadly force is employed.

(3) The use of deadly force is authorized only in the following circumstances.

(a) Self Defense. When members reasonably believe that deadly force is necessary to protect themselves against death or serious bodily harm and retreat is not possible or is inconsistent with the mission.

(b) Defense of a Third Person. When members reasonably believe that their intervention is necessary to protect another against death or serious body harm.

Exceptions. Do not use deadly force:

1. If the member can otherwise secure the complete safety of the third person; or

2. The person whom they seek to prevent from committing a crime will cause death or inflict serious physical injury upon another unless the commission or the consummation of the crime is prevented; and

3. The use of deadly force presents no substantial risk of injury to innocent persons.

(d). Escape From Custody. The use of deadly force to prevent an escape from custody is justifiable when the escape poses a substantial risk of imposing death or serious bodily harm upon another.

(e) No deadly force may be used to prevent the commission of, to effect an arrest for, or to prevent an escape from custody for the crimes or attempts to commit the crimes of: death by auto, criminal sexual contact, burglary or arson involving property.

(4) Overlapping Justifications.

(a) Justifications for the use of any force in specific situations (e.g., self-defense of others, effecting an arrest, etc.) are not mutually exclusive. There will be situations where the justifications overlap. The fact that the use of deadly force may not be warranted under a particular justification (e.g., to effect an arrest or to prevent an escape of a disorderly persons offender, etc.) does not mean that a member who is lawfully effecting the arrest of a disorderly persons offender cannot use deadly force in self-defense when threatened with death or serious bodily injury.

(b) Similarly, a member may be warranted in acting under more than one justification, provided that the requirements of both justifications are met. Thus, a member effecting an arrest for murder may be justified in using deadly force either to effect the arrest, or in self-defense, or both.

(5) Every soldier has the right under the law to use the minimum reasonable necessary force to defend themselves against violent and dangerous personal attacks. The limitations described in this paragraph are not intended to infringe on this right. However, it must be emphasized that a member of the National Guard is part of a unit and subject to a chain of command. As such, he/she must act in accordance with his/her orders and as a member of the unit. Unless an attack is directed specifically at the attacker, his/her response must be governed by the guidance of his/her immediate supervisor.

(6) In addition, the following policies regarding the use of deadly force will be observed.

(a) When firing ball ammunition, the marksman should aim to wound rather than to kill, by firing at the lower extremities.

(b) When possible, the guardsperson should clearly warn the individual or group that use of deadly force is contemplated or imminent.

(c) Warning shots will not be employed. Such firing constitutes a hazard to innocent persons and can create the mistaken impression on the part of citizens or fellow law enforcement personnel that sniping is widespread.

(d) In each situation where federal and state forces are committed, the Task Force Commander has the responsibility to determine which facilities within his area of operations constitute "vital facilities" which justify the use of deadly force in order to be protected. It is imperative that those personnel assigned to security missions know if a particular facility or activity is so vital to the health and safety of the public that the use of deadly force would be justified in the protection of the facility or activity.

(e) Even when its use is authorized pursuant to subparagraph (3) above, deadly force will only be employed with great selectivity and precision against the particular threat which justified its use. For example, the receipt of sniper fire--however--deadly--from an unknown location can never justify returning fire against any and all persons who may be visible on the street or in nearby buildings. Such an indiscriminate response is far too likely to result in casualties among innocent bystanders or fellow law enforcement personnel. The appropriate response is to take cover and attempt to locate the source of the firing, so that the threat can be neutralized in accordance with procedures as given in subparagraph (3).

(7) Ammunition will be authorized for issue to individuals only on order of The Adjutant General of Mass. When authorized for issue to individuals, all ammunition will be carried in the ammunition pouch. Individuals will be instructed that they will NOT load their weapons except when authorized by The Adjutant General through proper command channels. Individuals not under the direct control and supervision of an officer may load their weapons under those circumstances as given in subparagraph (3) above, which justifies the use of deadly force. Retention of control by commanders over the loading of weapons until such time as the need for such action is clearly established, is of critical importance in preventing unjustified use of deadly force. The presence of loaded weapons in tense situations may invite the application of deadly force in response to provocation's which, while subject to censure, are not sufficient to justify its use, and it increases the hazard that an improper or inadvertent discharge of a weapon by one or more individuals will lead others to a reflex response on the mistaken assumption that an order to fire has been given. All commanders must clearly understand that they have a personal obligation to withhold permission for loading until circumstances indicate a high probability that deadly force will be imminently necessary and justified pursuant to the criteria set forth in subparagraph (4) above. Commanders will exercise strong supervision to assure that the loading of weapons is not authorized prematurely.

(8) Live ammunition, when authorized for issue, will be issued to personnel only immediately prior to entry into a designated operational area. Perimeter road blocks are considered to be within the operation area. Issue of ammunition to individuals will be controlled by utilizing a Temporary Ammunition Hand Receipt in Annex E Appendix 4. All ammunition will be collected and accounted for immediately upon departure from the operational area, or if this is not practicable, immediately upon return to the assembly area. Totals issued on the Temporary Ammunition Hand Receipt will be verified against ammunition received from the individual. All commanders at all echelons are responsible for accurate accounting of all ammunition issued and turned in. All ammunition expended will be accounted for in an After Action Report. Format to be used is shown in Appendix 6 of Annex B, (After Action Report).

(9) Commanders will exercise positive control over the use of weapons at all times. The individual soldier will be instructed that he may not load or fire his weapon except when authorized by an officer, or provided he is not under the direct control and supervision of an officer, when circumstances would justify his use of deadly force pursuant to subparagraph (3) above. All individual soldiers, therefore, must thoroughly understand the prerequisites for the use of deadly force and must also understand that whenever the unit is operating under the immediate command and control of an officer, the officer will determine the firing of live ammunition is necessary.

c. Selection of Tactics and Techniques.

(1) In selecting an operational approach to a civil disturbance situation, the commander will adhere to the following principles.

(a) Commit as large a force as possible in the initial stage. The presence of large numbers of troops may prevent the development of situations requiring use of deadly force.

(b) Maintain a large reserve. This builds morale among the military and law enforcement personnel and contributes toward preventing overreaction to provocative acts.

(c) Scrupulously follow the principle of minimum force necessary to accomplish the mission. For example, riot control formations or riot control agents should not be used if saturation of the area with troops would suffice.

(d) A well trained, restrained, and disciplined force instills respect. Avoid appearing as an alien invading force. By use of restraint and discipline, make it clearly evident that the sole purpose is to assist in the restoration of law and order with minimum loss of life and property and due respect for those unfortunate citizens whose involvement may be purely accidental.

(2) The measures described in (a) thru (f) below may be applied in any order as deemed appropriate by the responsible commander, so long as their application is in consonance with this directive and in keeping with the situation as it exists.

(a) Show of force.

(b) Employment of riot control formations.

(c) Employment of water (if capability exists).

(d) Employment of riot control agents.

(e) Fire by selected marksmen.

(f) Full firepower.

(3) Sniper Fire. The normal reflex action of the well-trained combat soldier to sniper fire is to respond with an overwhelming mass of firepower. In a civil disturbance situation, this tactic endangers innocent people, creates unnecessary casualties and property damage more than the snipers. The preferred tactic is to enter the building from which the fire originates. The following general approach will be emphasized in dealing with snipers.

(a) DO NOT return fire.

(b) Identify as accurately as possible the location from which shots were fired.

(c) Use available forces to cordon off immediate area and warn by-standers to clear the area.

(d) Use available forces to block escape route(s) of the sniper(s) until additional forces arrive. Consideration should be given to placing personnel on roof tops and in windows of adjacent buildings for better observation and fields of fire.

(e) During hours of darkness, artificial illumination should be used to keep sniper's location illuminated and to prevent him/her from escaping under the cover of darkness.

(f) Request Anti-Sniper Teams and, if necessary, other additional forces.

8. ARMING OF TROOPS: Consistent with the controlling principle that only the minimum force necessary to accomplish the mission will be used, the commander may select any one of the following options for arming the troops.

RIFLE	BAYONET	SCABBARD	AMMUNITION	CHAMBER
At Sling	In Scabbard	On Belt	In Pouch	Empty
At Port	In Scabbard	On Belt	In Pouch	Empty
At Port	Fixed	On Belt	In Pouch	Empty
At Port	Fixed	On Belt	In Pouch	Round Chambered

While the above options represent an escalation in the level of force, they are not sequential in the sense that a commander must initially select the first option or proceed from one to another in any particular order. So long as the operation selected is appropriate considering the existing threat, the minimum necessary force principle is not violated. Only M16 rifles which have been modified to prevent automatic fire will be issued to troops. Commanders will insure that the locking plates that preclude automatic fire have been properly installed on all M16 rifles prior to departing home station to move to an area of operation.

9. USE OF SHOTGUNS:

a. The riot shotgun is an extremely versatile weapon; its appearance and capability produce a strong psychological effect. Because of its characteristic short range, the danger of producing unintentional casualties at greater ranges than the target, is greatly reduced when compared with other types of individual weapons.

b. The shotgun, when used with No. 00 buckshot ammunition is an excellent point target weapon that is extremely effective at limited ranges. In instances where dangerous offenders must be attacked by selected firepower at ranges of 50 yards or

less, the shotgun is well suited for this purpose because of its limited casualty range beyond the target. When employed as a point target weapon by trained personnel, the shotgun is well suited to such specialized duties as:

(1) Anti-Sniper operations.

(2) Protection of firefighters, medical, and essential utility maintenance personnel.

(3) Fixed installation security.

c. Shotgun Ammunition.

(1) The shotgun, when used with No. 7 1/2 or No. 9 "Birdshot" Ammunition and properly employed, can deter and/or stop violent rioters with considerably less possibility of serious injury or death. However, extreme care must be exercised when using the shotgun with No. 7 1/2 shot to insure that the shotgun is not used as an area weapon to inflict multiple casualties.

(2) When using No. 7 1/2 or No. 9 ammunition, the shotgun has a disabling effect as compared with the more serious casualty-producing effect of combat rifles or shotguns using No. 00 buckshot ammunition.

(3) The use of shotgun with "Birdshot" ammunition provides the Commander with a desirable flexibility in selecting the ammunition most appropriate under the existing conditions.

(4) When using "Birdshot" ammunition, the shotgun can be fired into the pavement allowing shot to ricochet into the lower part of the leg. This may be all the deterrent needed to stop further violence without serious injury to the individual.

d. Regardless of the type of ammunition employed, the shotgun like any other firearm, constitutes "Deadly Force" which can be used only pursuant to the provisions of paragraph 7 above. In addition, positive control measures should be established to insure that when the shotgun is used, specific designation of the type of ammunition desired is made by the Commander and is adhered to without deviation by the individual soldier.

e. It is emphasized that the policy of The Adjutant General requires the shotgun to be issued for operational use only to those individuals who have undergone a course of

instruction in its proper use. Commanders will establish procedures to insure that the required training is accomplished prior to the issue of shotguns. Annual allowance of shotgun ammunition for familiarization/qualification firing will be forecasted by units that are authorized shotguns.

10. RIOT BATON: The Riot Baton is the primary weapon to be used by personnel of the Massachusetts National Guard in the conduct of Domestic Emergency Operations. The baton, when used judiciously, will provide our soldiers with a less lethal means of force.

11. CURFEWS:

a. Under certain conditions, civil authorities have the legal right to impose curfews in all or part of their jurisdiction. The Proclamation imposing the curfew must contain curfew conditions.

b. When and if a curfew is imposed, it becomes incumbent upon the military to assist civilian authorities in its enforcement. Guidance should be furnished to military personnel to assist them in carrying out the conditions of the curfew.

c. The basic purpose of a curfew is to restrict the movement of people into and within a specific area; however, there will always be some people who, by necessity, need to enter or leave such an area. Without a pass system a curfew will be difficult to enforce. The soldier when faced with an apparent curfew violation must exercise good judgment and common sense prior to enforcing such a curfew. Identification of people and determination of the nature of their business will also assist the soldier in enforcing curfews.

(1) Identity of members of the medical profession can be confirmed by an identification card stating that they are a Medical Doctor, Registered Nurse, etc.

(2) Public utility employees (Gas, Electric, Telephone) generally have a company identification badge.

(3) Public transportation employees usually are uniformed but should possess a badge or some other means of identification.

(4) Private citizens usually have a driver's license or some other means of identification to reflect their current address.

d. When in doubt about a curfew violation, the soldier should request advice and guidance from his/her superior in the military chain of command.

e. Termination procedures should be implemented when conditions are returned to normal. Restoration of control must be quickly and positively restored to police and other civil agencies. As patrol activities are gradually reduced, equipment should be phased out also in the same manner.

12. ASSISTANCE PROVIDED TO CIVILIAN AUTHORITY:

a. Military personnel have legal authority when ordered to State Active Duty to detain and arrest law violators. (Section 66, Chapter 33 and Section 5, Chapter 269, General Laws, Commonwealth of Massachusetts). (See Appendix 1)

b. Notwithstanding the legal authority indicated above, detention and arrest of law violators will be accomplished whenever possible by civilian law enforcement personnel. However, military personnel must be prepared to carry out these tasks in the event a police officer is not available.

c. Whenever a Guardsperson makes an arrest it is his/her duty to take the arrested person, without unnecessary delay, before the nearest available civilian law enforcement authority.

d. A Guardsperson who hears the call of a civilian police office for assistance in arresting a criminal may and should respond promptly to the call.

e. Arrest will only be made on direction of his/her superiors, at the request for assistance of a civilian law enforcement officer or when the crime or offense is committed in his/her presence and no civilian law enforcement officer is present.

13. DETENTION GUIDANCE AND PROCEDURES:

a. Detention or arrest of law violators or suspected law violators must be carried out swiftly and effectively. Minimum force necessary will be used. Force may vary from a verbal command to actual physical contact, however, the only force that can be used is minimum contact necessary. Each detention should be considered potentially dangerous thus caution is in order, no detention should be considered routine. Conversation should be kept to a minimum.

b. In most instances, military personnel will only detain law violators or suspected law violators, and the actual arrest will be carried out by a law enforcement officer. Appropriate entries will be kept in unit journals as to the number of Detainees and listing of Detainees turned over to police authorities.

c. Detainees must be treated fairly and impartially. Escape should be prevented. Request for assistance in keeping detainees in custody should be made through military channels.

14. ARREST GUIDANCE AND PROCEDURES:

a. Person to be arrested should be informed that he is being placed under arrest, and the purpose of the arrest. A manual touching of the body or actual force is not essential.

b. An arrest is the physical act of depriving a person of his/her freedom so that they may be charged with a crime. No two persons will react in the same manner when faced with arrest. For this reason, an arrest or a detention is never routine. There should be no exception - every arrest must be considered dangerous and extreme caution must be used.

c. Unnecessary conversation should be avoided. The merits or justification for the arrest must not be discussed. Each arrested person must be advised of his/her rights and the "MIRANDA" WARNING MUST BE READ TO EACH ARRESTED PERSON (See Appendix 2). The MIRANDA warning should be locally reproduced, and issued to each soldier prior to commitment.

d. When a person is placed under lawful arrest he must submit. By refusing to submit he/she commits the crime of resisting arrest. That he/she is innocent of the crime arrested for, does not give the person to be arrested the right to resist. His/her guilt or innocence can be determined only by a proper judicial authority. An arrested person cannot constitute himself/herself judge of the propriety of his/her arrest.

e. The use of non-deadly force is permitted in making an arrest provided the arresting Guardsperson has probable cause to effect the arrest.

f. Once arrested, the person arrested cannot be released lawfully by the arresting citizen. The prisoner must be brought before the appropriate judicial officer, usually by civilian authorities.

g. The requirements of a lawful arrest are:

(1) Probable Cause. "Probable Cause" means reasonable cause. You have probable cause to arrest only if, at the time of arrest and not later, the facts and circumstances known to you or about which you have reasonably reliable information, are sufficient to lead a reasonable and prudent individual to believe that the proof to convict, but there must be more than mere suspicion.

(2) Arrest Without Warrant. You may arrest without warrant only when:

(a) You have probable cause, and

(b) Massachusetts law allows it. In Massachusetts, when you have probable cause, you may arrest without warrant for:

1. All felonies - whether or not they are committed in your presence.

2. Misdemeanors committed in your presence or view which are causing or threatening to cause a breach of the peace. There is no clear definition of "breach of peace". Practically speaking, the misdemeanor must cause or threaten direct harm to the public. While this does not mean the harm must always be physical, this will usually be the case.

3. Certain misdemeanors occurring in your presence or view when specific statutes give you the power to arrest without warrant. (Here, there does not have to be a breach of the peace.) The important misdemeanors in this category are:

a. Larceny of any property regardless of its value.

b. Being a disorderly person in a public place.

c. Illegal sale of liquor.

(3) Detention Without Arrest to Answer for a Crime Committed. Every detention or stopping, however brief, is not an arrest for which you need "probable cause". This does not mean that such stops can be made without cause. You still need cause to stop an individual but it need not be the "probable cause" required to arrest. e.g., Persons who give the appearance of entering a "prohibited area" and need to be restrained therefrom.

15. CONDUCT OF SEARCHES:

Searches incident to arrest are permissible when conducted to protect the arresting Guardsperson. Such searches must be limited to those areas subject to the control of the person arrested and to which he/she has immediate access.

(1) Examples are the clothing of the person arrested, including a handbag or briefcase.

(2) Searches of vehicles occupied by the subject may only be done to ensure the safety of the Guardsperson. Inaccessible areas such as the trunk or glove compartment should not be examined unless a civilian law enforcement officer directs otherwise.

(3) Other types of searches must be authorized by The Adjutant General or by a civilian law enforcement officer who supervises the search.

16. CONTROL OF PRISONERS:

a. Every prisoner should be thoroughly searched for weapons and escape devices after the arrest/detention is made. Female prisoners should be searched by a female police officer when available. Searches should be conducted out of view of onlookers, when practicable.

b. Prisoners should be separated and safeguarded. Segregation should be based on degree of criminal involvement or criminal act, amount of custody needed to secure the prisoner, and such divisions as sex and age. Wounded prisoners should be guarded while treated at a medical facility. When extended medical treatment is required, arrangements can be made to transplant the subject to future court appearance by coordinating with the state or local police.

c. Prisoners should be evacuated to municipal, state or county confinement facilities as rapidly as possible to minimize interference with military operations.

17. LIABILITY:

a. National Guard personnel are protected from liability for any damage to property or injury to any person, including death resulting therefrom, caused by him or by his order, while performing any military duty lawfully ordered under state law unless such damage or injury was manifestly beyond the scope of the authority of such officer or enlisted person and unless the officer or enlisted person fails to assist the Commonwealth in the defense of any claim or law suit arising from these military duties.

(1) A Guardsperson who has been sued should immediately notify his/her commander and seek assistance, in writing, from the State Judge Advocate General at The Adjutant General's Office.

(2) The State Judge Advocate General and the Attorney General will determine whether the acts complained of meet the requirements enumerated in paragraph a. above and therefore, whether or not the Guardsperson will be provided representation by the Attorney General's office and if the Guardsperson will be immune from liability.

b. Guardspersons charged in civilian court with crimes committed, while performing any military duty lawfully ordered as stated in paragraph a. above, are generally not entitled to representation by members of the Judge Advocate General Corps or by the Attorney General. Representation in a criminal matter in a civilian court will be at the expense of the Guardsperson and not of the National Guard or the Commonwealth of Massachusetts.

c. Military actions are subject to review and, hence, an officer or an enlisted person can be called upon to justify his/her action at a post Domestic Emergency date. At the time of review, a member of the Massachusetts National Guard would be judged by what was reasonable action in light of the emergency as it existed. Members should keep this in mind in determining the action they should take in an emergency calling for their response.

APPENDICES:

1 - Laws of Massachusetts
2 - Miranda Warnings

APPENDIX 1

ANNEX I

LEGAL CONSIDERATIONS

1. CONSTITUTION OF THE COMMONWEALTH OF MASSACHUSETTS.

ARTICLE XVII. The people have a right to keep and to bear arms for the common defense. And as, in times of peace, armies are dangerous to liberty they ought not to be maintained without the consent of the Legislature: and the military power shall always be held in exact subordination to the civil authority, and be governed by it.

2. MASSACHUSETTS GENERAL LAWS.

a. CHAPTER 269, CRIMES AGAINST PUBLIC PEACE.

(1) Section 1. Suppression of Unlawful Assembly.

If five or more persons, being armed with clubs or other dangerous weapons, or if 10 or more persons, whether armed or not, are unlawfully, riotously or tumultuously assembled in a city or town, the mayor of each such city, each of the selectmen of such town, every Justice of the Peace living in any such city or town, and member of the city, town, or state police and the Sheriff of the county and his deputies shall go among the persons so assembled, or as near to them as may be with safety, and in the name of the Commonwealth command all persons so assembled immediately and peaceable to disperse; and if they do not thereupon immediately and peaceably disperse each of said magistrates and officers shall command the assistance of all persons there present in suppressing such riot or unlawful assembly and arresting such persons.

(2) Section 2. Penalty for Refusal to Assist or to Depart.

Whoever, being present and being so commanded to assist in arresting such rioters or persons so lawfully assembled, or in suppressing such riot or unlawful assembly, refuses or neglects to obey such command, or if required by such magistrate or officer to depart from the place, refuses or neglects so to do , shall be considered one of the rioters or persons unlawfully assembled, and shall be punished by imprisonment for not more than one year or by a fine of not less than one hundred dollars or more than five hundred, or both.

(3) Section 4. Officers May Quell Unlawful Assembly By Force, etc.

If any persons who are so riotously and unlawfully assembled, and who have been commanded to disperse, as before provided, refuse or neglect to disperse without unnecessary delay, any two of the Magistrates or officers before mentioned may require the aid of a sufficient number of persons, in arms or otherwise as may be necessary, and shall proceed, in such manner as they deem expedient, forthwith to disperse and suppress such assembly, and seize and secure the persons composing the same, so that they may be proceeded with according to law.

(4) Section 5. Armed Forces, If Called Out, to Obey Orders of Governor, etc.

When an Armed Force, called out under Chapter 33 to suppress a tumult or riot, or to disperse a body of men acting together by force and with intent to commit a felony, or to offer violence to persons or property, or with intent by force of violation resist or oppose the execution of the laws of the Commonwealth arrives at the place of such unlawful, riotous, or tumultuous assembly, its members shall obey such orders for suppressing the riot or tumult, and for dispersing and arresting all persons who are committing any of said offenses, as they have received from the Governor, or a judge of a court of record, or the Sheriff of the County, and also such orders as they there receive from any town of the magistrate or officers before mentioned.

(5) Section 6. Officer, Etc., Guiltless if Death Ensues.

If by reason of the efforts by any two or more of said magistrates or officers or by their direction to disperse such assembly, or to seize and secure the persons composing the same who have refused to disperse, though the number remaining may be less than five, any such person or any other person then present is killed or wounded, the magistrates and officers, and all persons acting by their order or under their direction, and all persons acting under the two preceding sections, shall be held guiltless, and fully justified in law; and if any of the said magistrates or officers, or any person acting under or by the direction of any of the officers before mentioned, is killed or wounded, all persons so assembled, and all persons who, when commanded or required, refuse to aid and assist said magistrates or officers, shall be held answerable thereof.

b. CHAPTER 563, POWERS OF CITIES AND TOWNS TO IMPOSE CURFEWS.

Chapter 40 of General Laws is hereby amended by inserting after Section thirty-seven the following section:

(1) Section 37A.

(a) The Mayor of any city other than a city having a Plan D or Plan E form of Charter, the City Manager of a city hereinafter called the city or town official, may, if satisfied that a riot or other form of civil disorder is occurring or there is a danger that it may occur, and that curfew is necessary for the public safety in such city or town, impose a curfew in all or part or parts of such city or town. Such curfew shall be imposed by a formal proclamation of existence or threat of riot or other form of civil disturbance in the city or town and the need of a form of civil disturbance in the city or town and the need of a curfew to protect the public safety. Said proclamation shall be in writing and shall set forth all the conditions of such curfew. No curfew shall take effect until two hours after the issuance of the proclamation declaring the imposition of such curfew.

(b) Such curfew may restrict or prohibit the movement or presence of persons, vehicles, and animals in or on public ways and places, including areas to which the public has a right of access, and also places of amusement and entertainment, vacant lots and other open areas, provided that reasonable exceptions are made for all persons having business of an emergency nature which requires the use of public ways. When such curfew is imposed, the city or town official shall immediately use all reasonable and practicable means to inform all persons in such city or town of such curfew conditions, such as the conspicuous posting of notices in public places, announcement by sound-powered voice or other such device, publication in newspapers of general circulation in such city or town, announcement over radio and television stations serving such city or town. While such curfew is in effect, its terms may be modified in any manner not inconsistent with this action by proclamation of said officials; provided, that two hours advance notice shall be given and that such modifications are publicized in the manner required in this section.

(c) The City Council or the Town Meeting, as the case may be , shall have the authority to revoke or modify any such section curfew. Any curfew imposed by a city or town official under this section shall, unless sooner terminated by proclamation of said city or town official or by action of the City Council or the Town Meeting or by the Governor as hereinafter provided terminate seventy-two hours from the hour it takes effect. Upon termination of such curfews additional curfews may be imposed in accordance with the provisions of this section.

(d) The Governor, acting under Chapter Six-Hundred and Thirty-Nine of the Acts of Nineteen Hundred and Fifty, as amended, or any other law granting him special powers during periods of emergency, may modify or revoke any curfew imposed under this section.

(e) Any person knowing or having reason to know of such curfew who violates any conditions thereof shall be punished by imprisonment for not more than six months or a fine of not more than five hundred dollars, or both.

(f) Such person may be arrested without a warrant and kept in custody for not more than twenty-four hours, Sundays and holidays excepted, at or before the expiration of which time he shall be taken before a proper court or Magistrate and proceeded against according to law.

(g) Nothing in this section shall be construed to limit or supersede the power of cities and towns to impose curfews by appropriate ordinances or by-laws.

c. CHAPTER 579, POWER OF CIVIL AUTHORITY UNDER EMERGENCY CONDITIONS ARISING OUT OF RIOTS OR OTHER CIVIL DISTURBANCES.

(1) Section 1.

Section 1 of Chapter 639 of the Acts of 1950 is hereby amended by striking out the definition of "Civil Defense" and inserting in place thereof the following definition:--

"Civil Defense" shall mean the preparation for and the carrying out of all emergency functions, for which military forces other than the National Guard are primarily responsible, for the purpose of minimizing and repairing injury and damage resulting from disasters caused by attack, sabotage or other hostile actions; or by riot or other civil disturbance; or by fire, flood, earthquake or other natural causes. Said functions shall include specifically, but without limiting the natural causes. Said functions shall include specifically, but without limiting the generality of the foregoing, firefighting and police services other than the actual control or suppression of riot or other civil disturbances, medical and health services, rescue, engineering and air-raid warning services, communications, radiological, chemical and other special weapons of defense, emergency transportation, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions.

(2) Section 2.

(a) Section 5 of said Chapter 639 is hereby amended by striking out the first paragraph, as amended by Section 1 of Chapter 425 of the Acts of 1958, and inserting in place thereof the following paragraph:--

(b) Because of the existing possibility of the occurrence of disasters of unprecedented size and destructiveness resulting from enemy attack, sabotage or other hostile action, in order to insure that the preparations of the Commonwealth will be adequate to deal with such disasters, and generally to provide for the common defense and to protect the public peace, health, security and safety, and to preserve the lives and property of the people of the Commonwealth, if and when the Congress of the United States shall declare war, or if and when the President of the United States shall by proclamation or otherwise inform the Governor that the peace and security of the Commonwealth are endangered by belligerent acts of any enemy of the United States or the Commonwealth or by the imminent threat thereof; or upon the occurrence of any disaster or catastrophe resulting from attack, sabotage or other hostile action; or from riot or other civil disturbance; or from fire, flood, earthquake or other natural causes; or whenever because of absence of rainfall or other cause or condition exists in all or any part of the Commonwealth whereby it may reasonably be anticipated that the health, safety or property of the citizens thereof will be endangered because of fire or shortage of water or food, the Governor may issue a proclamation setting forth a State of Emergency.

(3) Section 3.

(a) Section 11 of said Chapter 639 is hereby amended by striking out paragraphs (c), as amended by chapter 486 of the Acts of 1951, and (d) added by Chapter 434 of the Acts of 1951, and inserting in place thereof the following two paragraphs:--

(b) (c) - The head of the fire or police department of any City, Town or District of the Commonwealth shall, after the issuing of any proclamation provided for in this Act, order such portion of his department, with its normal equipment, as the Governor may request, for service in any part of the Commonwealth where the Governor may deem such service necessary for the protection of life and property. When on such service, police officers and firemen shall have the same powers, duties, immunities and privileges as if they were performing their duties within their respective cities, towns, or districts. The Commonwealth shall compensate any City, Town or District having damage to its property sustained in such service and shall reimburse it

for any payments lawfully made by it to any member of its police or fire department or to his widow or other dependents on account of injuries sustained by him in such service or by death resulting from such injuries. Persons appointed to the Auxiliary Police Force in a City or town shall exercise or perform such of the powers or duties of Police Officers as may be prescribed by the appointing authority including but limited to replacing and performing the duties of regular personnel who may be actually engaged in the direct control or suppression of riots or other civil disturbance, and no civil defense personnel shall be so utilized in any such direct riot control activities; provided, that said powers or duties shall not be exercised or performed by them except while they are on Active Duty and displaying an authorized badge or other insignia after being called to such duty by the head of the police force of such City or Town to meet a situation which, in his opinion, cannot be adequately handled by the regular police force and by the reserve police force, if any, of such City or Town. Auxiliary Police in Towns, but not in Cities, may be authorized by the appointing authorities to exercise the powers conferred by Section 10 of this Act upon members of the Regular, Special, or Reserve Police Forces of said Towns, except as provided above.

(c) (d) - Auxiliary Police shall not be sent to another city or town pursuant to the provisions of paragraphs (b) and (c) of this Section or any other provisions of law, except upon the order of the head of the Police Force of the City or town in which such Auxiliary Police were appointed; provided, that Auxiliary Police shall not be so dispatched to another City or town unless they are authorized by the appointing authority to exercise or perform the full powers or duties of Police Officers subject to the limitation in paragraph (b) relating to direct riot control activities, except that Auxiliary Police appointed in a town shall not while performing their duties in a city, exercise the powers conferred by Section Ten of this Act upon members of Regular, Special or Reserve Police Forces of said Town. When on such service, Auxiliary Police shall have the same powers, duties, immunities and privileges, except as provided above, as if they were performing their duties within their respective Cities or Towns.

(4) Section 4.

(a) Said Chapter 639 is hereby further amended by striking out Section 8 and inserting in place thereof the following Section:–

(b) Section 8. The Governor may exercise any power, authority or discretion conferred on him by any provision of this Act, either under an actual proclamation of a State of Emergency as provided in Section Five or in reasonable anticipation thereof and preparation therefore, by the issuance or proclamation of Execute Orders or

General Regulations, or by instructions to such Department or Agency of the Commonwealth, including the Civil Defense Agency, or any political subdivision thereof, as he may direct by a writing signed by the Governor and filed in the Office of the State Secretary. Any Department or Agency or persons so directed shall act in conformity with any regulations prescribed by the Governor for its or his conduct.

(c) Whoever violates any provision of any such Executive Order or General Regulation issued or promulgated by the Governor, for the violation of which no other penalty is provided by law, shall be punished by imprisonment or not more than one year, or by a fine of not more than five hundred dollars, or both.

(4) Section 5.

(a) Said Chapter 639 is hereby further amended by inserting after Section 16 the following Section:--

(b) Section 16A. During a State of Emergency, the Chief Justice of the District Courts may direct that a District Court shall be held at any place or places, including other District courthouses, outside the district of which said court has jurisdiction, and at such times, including Sundays, as he may direct; and said Chief Justice may direct Justices, clerks, Probation Officers and any other personnel of other district Courts to act as such in a District Court other than their own; and with the concurrence of the Chief Justice of the Municipal Court of the City of Boston, the Chief Justice of the District Courts may direct any District Court to hold sessions in the said Municipal Courthouses, and may employ such Justices, Clerks, Probation Officers and other personnel of said Municipal Court as the Chief Justice of the Municipal Court may designate; and the Chief Justice of the Municipal Court of the City of Boston may direct that said court shall be held at any place or places outside the District over which said court has jurisdiction, at such times, including Sundays, as he may direct; and with the concurrence of the Chief Justice of the Municipal Court hold session in any District Courthouse, and may employ such Justices, Clerks, Probation Officers or other personnel of any District Court as the Chief Justice of the District Court may designate; and with the concurrence of the Chief Justice of the Superior Court, the Chief Justice of the District Courts or the Chief Justice of the Municipal Court of the City of Boston may order the holding of sessions of any District Court of said Municipal Court in any premises of the sessions of any District Court of said Municipal Court in any premises of the Superior Court may designate; and with the concurrence of the Justice of the Boston Juvenile Court and Chief Justice of the District Courts, jurisdiction over any matters pending in said Juvenile Court may be transferred to another court as defined in Section Fifty-Two of Chapter One Hundred and Nineteen of the General Laws, and

jurisdiction of any matters so transferred shall remain therein after the termination of the emergency unless the Chief Justice of the district courts and the Justice of the Boston Juvenile Court concur that said matter ought to be transferred back to the Boston Juvenile Court. In the event of the absence from the Commonwealth, illness or other disability of the Justice of the Boston Juvenile Court, the Chief Justice of the District Court may act as aforesaid without his concurrence; and in the event of any such disability of any of the said Chief Justices to as aforesaid, any other Justice previously designated by any of said Chief Justices may act in his stead, or if no such designation has been made, or if a Justice so designated is similarly disabled, or in any other instance where the Chief Justice of the Supreme Judicial Court shall deem it necessary, the Chief Justice of the Supreme Judicial Court may act in his stead or designate any other Justice of any court so to act. In any case where a District Court of the Municipal Court of the City of Boston utilized under this paragraph the facilities or personnel of another County, the reasonable expenses thereby incurred by the assisting County shall be reimbursed by the County so assisted.

3. OPINIONS OF THE ATTORNEY GENERAL.

VOLUME III, PAGE 519.

Citing ELA v. SMITH 5 GRAY, 121, 135

...while...recognizing the authority of Civil Officer to call out and use an Armed Force to said in suppressing a riot...it must be borne in mind that no power is conferred on the troops when so assembled to act independently of the civil authority. On the contrary they are called out in the words of the statute "to aid the civil authority" not to usurp its functions or take its place. They are to act as an armed police...

NOTE

As an armed police, and consistent with the authority vested by the Constitution and appropriate statutes, there exists for National Guard Commanders and troops, the dual responsibility to protect the rights of all citizens, and to assist in the prosecution of citizens charged with the commission of crimes against the public peace.

The preservation of all available evidence, consistent with an efficient military assistance posture, is a responsibility of the Military Commander. The Attorney General of Massachusetts has requested that photographs of persons taken into custody at the time of violation be made, if possible. Memoranda and affidavits of

witnesses, if possible, should also be taken and preserved for later prosecution. Prosecutions will be handled by civil authorities. It is preferred that arrests be made by Police Officers, if possible, and in any event that all persons taken into custody be turned over to civil authorities forthwith.

APPENDIX 2

ANNEX I

LEGAL CONSIDERATIONS

MIRANDA WARNINGS

ENGLISH:

BEFORE WE ASK YOU ANY QUESTIONS, YOU MUST UNDERSTAND YOUR RIGHTS.

YOU HAVE THE RIGHT TO REMAIN SILENT.

ANYTHING YOU SAY CAN BE USED AGAINST YOU IN COURT.

YOU HAVE THE RIGHT TO TALK TO A LAWYER FOR ADVICE BEFORE WE ASK YOU QUESTIONS AND TO HAVE HIM PRESENT WITH YOU DURING QUESTIONS.

IF YOU CANNOT AFFORD A LAWYER, ONE WILL BE APPOINTED FOR YOU BEFORE QUESTIONING, IF YOU WISH.

IF YOU DECIDE TO ANSWER QUESTIONS NOW WITHOUT A LAWYER PRESENT, YOU WILL STILL HAVE THE RIGHT TO STOP ANSWERING AT ANY TIME UNTIL YOU TALK TO A LAWYER.

DID YOU UNDERSTAND WHAT I HAVE READ TO YOU?

ARE YOU WILLING TO TALK TO ME ABOUT THE CASE?

SPANISH:

ADVERTENCIA DE MIRANDA

ANTES DE QUE NOSOTROS LE HAGAMOS PREGUNTAS, USTED DEBE ENTENDER SUS DERECHOS.

USTED TIENE EL DERECHO DE QUEDARSE CALLADO.

CUALQUIER COSA QUE USTED DIGA PUEDE SER USADO EN CONTRA SUYA EN LA CORTE.

USTED TIENE EL DERECHO A HABLAR CON UN ABOGADO PARA QUE LO ACONSEJE ANTES DE QUE NOSOTROS LE HAGAMOS PREGUNTAS Y ... A TENERLO CON USTED DURANTE EL INTERROGATORIO.

SI USTED NO PUEDE PAGAR UN ABOGADO, SE LE NOMBRARA UNO PARA QUE LO REPRESENTE ANTES DE QUE LE HAGAN CUALQUIER PREGUNTA, SI USTED LO DESEA.

SI USTED DECIDE CONTESTAR PREGUNTAS AHORA, SIN (TENER) UN ABOGADO PRESENTE, USTED TODAVIA TENDRA EL DERECHO DE PARAR DE CONTESTAR EN CUALQUIER MOMENTO, HASTA QUE USTED HABLE CON UN ABOGADO.

ENTENDIO LO QUE YO ACABO DE LEERLE?

ESTA DISPUESTO A HABLAR CONMIGO RESPECTO AL CASO?

VIETNAMESE:

CAO-TRI

(CAC QUYEN HAN CA NHAN TRUOC KHI THU-LY)

TRUOC KHI CHUNG TOI HOI BAN CAC CAU HOI,BAN PHAI HIEU RO CAC QUYEN DUOC QUY DINH BOI PHAP-LUAT.

BAN DUOC QUYEN YEN YEN LANG, NGHIA LA KHONG PHAI TRA LOI BAT CU CAU HOI NAO.

NHUNG DIEU BAN NOI RA DEU CO THE DUNG LAM CHUNG TU DE BUOC TOI BAN TRUOC TOA.

BAN CO QUYEN NHO LUAT-SU CO-VAN TRUOC KHI VAO CUOC THAM VAN DONG THOI MOI LUAT-SU THAM DU.

NEU BAN KHONG CO KHA NANG TRA TIEN LUAT-SU BIEN HO TOA SE CHI-DINH MOT LUAT-SU MIEN-PHI CHO BAN,NEU BAN YEU CAU.

NEU BAN QUYET-DINH TRA LOI CAC CAU HOI NGAY LUC NAY,MAC DU KHONG CO SU HIEN-DIEN CUA LUAT-SU,BAN VAN CO QUYEN NGUNG TRA LOI BAT CU LUC NAO DE HOI Y-KIEN LUAT-SU.

BAN CO HIEU HUNG DIEU TOI VUA DOC CHO BAN KHONG ?

BAY GIO BAN DA SAN-SANG KE LAI NHUNG SU-KIEN NHU DA XAY RA CHUA ?

LAOTIAN:

ກ່ອນ ພວກ ເຮົາ ຈະ ຖາມ ຄຳ ຖາມ ຂອງ ເຈົ້າ, ຂ ເຈົ້າ ຢ່ ຢ່ ງ ສະ ງົບ.
ຫາກ ຢ່ ງ ຫີ ເວົ້ າ ເຈົ້ າ ຢ່ ຫ ມ ສ ມ ໃ ຈ ອ ຈ ະ ພ ອ ມ ພ ນ ກ ບ
ເຈົ້ ຫ ລ ເ ຍ ຫ ກ ຫ ກ ແ ກ ເ ຈ ົ .
ເ ຈ ົ ມ ສ ດ ໄ ປ ປ ກ ສ ກ ບ LAWYER ຫ ນ ນ ຍ ຄ ວ ມ ຂ ງ ເ ຈ ົ
ຫ ກ ຄ ວ ມ ຄ ດ ຄ ວ ມ ເ ຫ ນ ກ ອ ນ ພ ວ ກ ເ ຮ ຈ ະ ຖ ມ ເ ຈ ົ
ຫ ລ ສ ຍ ເ ຈ ົ . ຫ ກ ເ ຈ ົ ມ ຫ ນ ນ ຍ ຄ ວ ມ ຫ ກ ເ ຈ ົ
ຈ ຫ ວ ງ ພ ວ ກ ເ ຮ ກ ສ ຍ ສ ຍ ຖ ມ ເ ຈ ົ ຢ ນ ນ .
ຖ ເ ຈ ົ ຢ ສ ມ ຄ ຈ ຫ ລ ຫ ລ ຄ ວ ມ ນ ນ ພ ວ ກ
ເ ຮ ຈ ະ ຫ ກ ຊ ນ ຫ ນ ຫ ກ ເ ຈ ົ . ກ ອ ນ ຫ ວ ເ ນ ສ ມ ຈ ະ ຖ ມ
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ເ ວ ລ ຫ ເ ຈ ົ ເ ຫ ນ ວ ່ ຢ ່ ໃ ຫ ມ ສ ມ ຈ ະ ຕ ມ .
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ຂ ງ ຣ ຈ ົ ?

CHINESE:

波士頓警察局

偵詢注意事項

在警察詢問你之前，你必須明白你自己的權利。

你有權保持緘默(不答覆問話)。

你所說的任何話都可能在法庭上用作對你不利的指証。

在警察詢問之前，你有權和律師談話商量。在詢問時，律師可以陪同你在一起。

假若你無財力聘請律師，而你願意有律師的話，在詢問之前，警察可指派一位律師給你。

倘若你決定不需要律師陪同答覆詢問，你仍然有權隨時停止答覆詢問，而找律師商量後再說。

你明白我所讀讀的話嗎？

你願意和我談論你的案件嗎？

ARABIC:

دائرة شرطة بوسطن

انذار (لتعلم ما هي حقوقك)

.....

قبل ان تسألك اية سؤالا ت ، يجب ان تفهم حقوقك =

لك كل الحق بأن تبقى صامتا .
كل الذى تقوله لنا ممكن ان يستعمل ضدك في المحكمة .
لك الحق بأن تستشير محام لاطلاعك النصيحة قبل ان تسألك اية سؤالات ،
وان يكون معك اثناء السؤالات .
اذا لا يمكنك ماديا ان تستأجر محام ، سيعين محام لك قبل بدء السؤالات ،
اذا اردت ذلك .
اذا قمت الان على اجابة السؤالات التي سطرح عليك الآن دون وجود محام ،
سيبقى لك الحق بأن تبطل الاجابة في اى وقت تريد حتى تتكلم مع محام .
هل تفهم ماذا اقرأ لك ؟
هل تريد التكلم الي بخصوص القضية ؟

ANNEX J

ARMY AVIATION

1. AVIATION SUPPORT

a. The State Army Aviation Officer or his representative at STARC EOC will coordinate and determine the ARNG Aviation support requirement for all emergencies, and will control the distribution of aircraft support equipment and personnel. All ARNG assets, regardless of assignment, will be under operational control of STARC EOC.

b. As a minimum, one (1) Aviation Staff Officer from the Aviation Brigade will be provided to each Task Force Commander committed to an Emergency Operation, to act as an Aviation Advisor and Liaison Officer. The Aviation Staff Officer assigned to each tasks force must be qualified to conduct Aviation mission briefings IAW AR 95-1. The need to rebrief Air Mission Commander during rapidly changing requirements, makes this essential. The Aviation Advisor and Liaison Officer is identified as the AALO for the remainder of this pamphlet.

c. Initial requirements for Aviation Support will be forwarded thru channels to the Director of Aviation Representative at STARC EOC.

d. Requests for additional aviation support will be provided on a mission by mission basis, when a Task Force Commander has determined additional aviation support is necessary.

2. CARGO OR TROOP LIFT.

a. The designated supporting aviation element or unit will establish immediate liaison with the support Task Force for approved missions.

b. The designated Aviation Staff Officer shall brief the supported Task Force Commander on the aviation capability available and will assist the Commander in formulating an air Movement Plan.

c. Alternate plans, to include ground movements, must be prepared in the event that low ceilings and limited visibility restrict or delay aviation supported operations.

d. Timing is a very important factor in airmobile operations. Time factors will be established to include time required for assembly of personnel, equipment, helicopters in PZ, loading time, and flight time enroute to the LZ.

3. RESPONSIBILITIES OF THE SUPPORTED TASK FORCE.

a. Preparation of loading plans based on technical information provided by the aviation officer in charge of the airlift.

b. Troops will be briefed on ground actions to occur upon landing by the Ground Task Force Commander or his representative. The briefing must be specific in nature to avoid confusion in the landing zone. Unit integrity will be maintained in accordance with the movement plan with key personnel distributed in several aircraft for Command and Control purposes.

c. Organize and control PZ and LZ.

d. Loading and unloading equipment and supplies on the helicopters under the supervision of the helicopter crew chief and providing assistance in the tie down of items.

e. Submission of requests thru channels for necessary special items not organic to the helicopters, e.g., slings, clevise, nets, packing and crating materials, medical assistance, and litters.

f. Collection and evaluation of detailed intelligence of the area immediately surrounding the PZ or LZ.

g. Providing adequate identification of PZ and LZ to include lights, smoke or panels if necessary. Preferred methods of identifying any landing zone are:

(1) Day time: Colored smoke is the best Landing Zone identifier. It should be employed only at the direction of the Air Mission Commander. Smoke should be activated as far upwind in the LZ as possible. The exact landing location of the first helicopter should be marked by a secured panel marker.

(2) Night time. A lighted inverted "Y" should be established at any LZ to be used during hours of darkness. Aviation "Bean Bag" lights are preferred, however, large CYALUME Lights Sticks (GREEN) may be emplaced in accordance with Appendix 2 to Annex J of this pamphlet.

h. Providing adequate security for PZ and LZ.

i. Continuous police and removal of loose debris in LZs and/or PZs.

j. MA ARNG Aviation units are not equipped with MEDEVAC helicopters. Careful evaluation of the injured individual is necessary by medical personnel to prevent further medical injury from occurring. Aircraft are not equipped with stretcher. Flight medics are not available with MA ARNG aircraft. Request for Medevac from civilian sources should include as a minimum the information requested in Emergency Medevac Request. (Appendix 1)

k. The Task Force Commander is required to log each aircraft mission performed as to "What?", "When?", and "Who for?". Time flown on the particular mission and fuel consumption is to be reported to State Army Aviation Officer representative at STARC EOC not later than 1630 hours daily, including the next days anticipated mission requirements.

l. Aircraft Status Report for all aircraft assigned to each Task Force will be reported to STARC EOC as of 0900 and 1630 hours daily.

m. Aircraft mishaps will be reported immediately by the fastest means available to STARC EOC.

4. RESPONSIBILITIES OF SUPPORTING AVIATION ORGANIZATION.

a. Establishment of timely liaison with the supported unit.

b. The Aviation Advisor and Liaison Officer (AALO) will provide technical aviation data to the Ground Task Force Commander to include capabilities/limitations or weight and balance for cargo loads.

c. MA ARNG aircraft do not carry tie down straps for internal cargo or external load carrying equipment. The AALO will ensure that internal cargo restraint systems are available from the supporting aviation unit prior to approving any mission. All external load support missions will require the AALO to coordinate with Safety and Legal personnel prior to conducting these flights over civilian property. Carry equipment (A-22 Bags, 5000 LB Nets) is the responsibility of the ground unit being supported. These items are not organic to any Aviation Unit.

d. Insuring that Aircraft arrive at the PZ and LZ in proper configuration and formation to accomplish the mission.

e. Aviation safety briefings will be conducted for all personnel assigned to fly in MA ARNG aircraft. The AALO will ensure that time is allocated by the Ground Task Force Commander for this purpose. These mandatory safety briefings will be performed by Aviation personnel IAW the aircraft operators manual.

5. HELICOPTER LANDING SITES.

a. Civilian and military airports should be the primary pickup and landing areas for helicopter operations. The helicopter is a versatile aircraft which has the ability to land in various locations. Prior to landing off airport, the legal and safety aspects must be evaluated. As a minimum, the following actions must take place prior to any off airport landing:

(1) A signed, hold harmless agreement from the property owner must be available.

(2) A safety survey of the landing area must be performed in accordance with the local AASF SOP.

b. A complete listing of emergency landing locations throughout the state will be maintained by the Flight Operations Officer, AASF #1 and #2. A copy will also be furnished to the HQ STARC EOC. These locations require coordination with local law enforcement agencies and have been surveyed for use by civilian medevac organizations in each community. These locations should be considered for use prior to any other off airport landings on civilian property. Each AALO will be furnished a copy of the available landing sites with appropriate telephone numbers for controlling agencies.

c. All off airport landings will be approved by the HQ STARC EOC, Director of Aviation representative.

APPENDICES:

1 - Emergency Medevac Request
2 - Helicopter Landing Direction Marking

APPENDIX 1

ANNEX J

ARMY AVIATION

MASSACHUSETTS ARMY NATIONAL GUARD

EMERGENCY MEDEVAC REQUEST

_____
Date

Medevac Requested by Dr._____ Phone _____

Nature of Emergency _____

Ambulatory or Litter _____

Pickup Point _____ Time _____ Phone _____

Destination _____ ETA _____ Phone _____

Patient's Name _____

Medical Attendants _____ Organization _____

(Minimum of 1 Required for Patient Transport)

_____ _____

_____ _____

_____ _____

FLIGHT OPS:

==========

AIRCRAFT _____

PILOT _____ UNIT _____

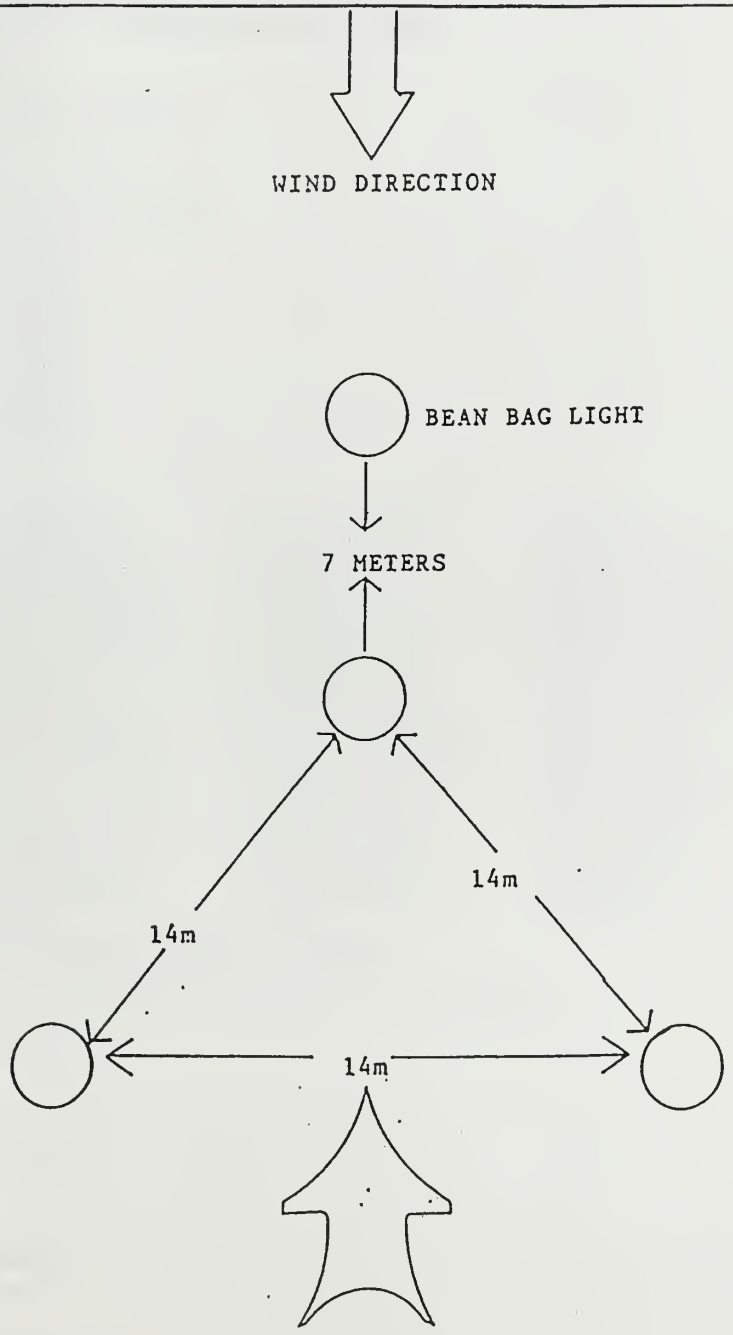
COPILOT _____ UNIT _____

CREWCHIEF _____ UNIT _____

APPENDIX 2

ANNEX J

ARMY AVIATION



ANNEX K

DISTRIBUTION

FBI (Boston)
FEMA Region I
Governor's Office
Attorney General of MA
Executive Office of Public Safety
Massachusetts Emergency Management Agency (MEMA)
MA State Police
HQ, DA, ATTN: DOMS
HQ, FORSCOM, ATTN: AFOP-PL
HQ, FUSA, ATTN: AFKA-OI-M
Cdr, RG Devens
Senior Army Advisor - Massachusetts
CNGB, ATTN: NGB-MSO
TAG CT, ATTN: POMSO
TAG, ME, ATTN: POMSO
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HQ, STARC, MAARNG

MAAR-AG	MAAR-FTS	MAAR-PER-PS	MAAR-PFO	MAAR-SAD
MAAR-AX	MAAR-FTS-LR	MAAR-AV	MAAR-PFO-AO	MAAR-SAD-PS
MAAR-AC	MAAR-FTS-TM	MAAR-POT	MAAR-PFO-CF	MAAR-SAD-FS
MAAR-AD	MAAR-FTS-EO	MAAR-POT-PO	MAAR-PRO-LO	MAAR-SQM
MAAR-SC	MAAR-FTS-MM	MAAR-POT-TD	MAAR-PFO-LT	MAAR-POT-MA
MAAR-SD	MAAR-PER	MAAR-POT-ID	MAAR-PFO-PO	MAAR-IMO
MAAR-SM	MAAR-PER-OP	MAAR-POT-MS	MAAR-PFO-IR	MAAR-IMO-IC
MAAR-CS	MAAR-PER-EP	MAAR-POT-MOB	MAAR-DOM	MAAR-IMO-TE
MAAR-SG	MAAR-PER-SD	MAAR-POT-CCG	MAAR-SSMO	MAAR-TCC(10)
MAAR-JA	MAAR-PER-RR	MAAR-LOG	MAAR-SSMO-CSMS	EPLO-USAR
MAAR-PA	MAAR-PER-PF	MAAR-LOG-TM	MAAR-DFE	EPLO-USNR
MAAR-IG	MAAR-PER-SG	MAAR-LOG-SM	MAAR-MOB	EPLO-USAFR
MAAR-SF	MAAR-PER-PC	MAAR-LOG-CLO	MAAR-HD	EPLO-USCGR

HQ CP EDWARDS: 10
51st TRP CMD, HQ 42 DIVARTY, DET 5 TRP CMD
10 ea: HQ 26 BDE, HQ AVN BDE, 42 DIVARTY, HQ 26 DISCOM
Ea Bn/Sqdn: 6
Ea Co/Btry/Trp/Det: 3
AAG/AIR: 9
HQ MAANG/CC:10
102 FIW/CC: 14
104 TFG/CC/Air Cmdr: 14
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101 TCS/CCDet Cmdr: 4
212 EIS/CC/Det Cmdr: 4
Extra Copies: 11

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ANNEX L

CIVIL DISTURBANCE EVALUATION CHECKLIST

SUBJECT: Annual Civil Disturbance Evaluation

The Adjutant General of Massachusetts
ATTN: Director, POT-MS
25 Haverhill Street
Camp Curtis Guild
Reading, MA 01867-1999

Evaluating Headquarters:_____

Unit Evaluated:_____

Date of Evaluation:_____

Rank and Name of Unit Cdr_____

==========

EVALUATION SUMMARY:

Based on a review of areas examined as included in this checklist, the unit is evaluated as:

OPERATIONALLY READY _____

NOT OPERATIONALLY READY _____ *

==========

* Area of Deficiency:

STRENGTH: _____

PROFICIENCY: _____

EQUIPMENT: _____

==========

_____
Rank and Signature of Evaluator

1. STRENGTH:

	OFF	WO	EP	TOTAL	%
Authorized					
Assigned					
Present for Training					
Rep on AD					
Rep awaiting AD					

Comments:_____

2. PROFICIENCY:

a. In the conduct of training, were the following areas discussed?

	YES	NO	N/A
(1) Review of MASSNG DESOP?			
(2) Task Force Organization?			
(3) Threat Analysis?			
(4) Crowd Behavior?			
(5) Crowd Tactics?			
(6) Probable Missions?			
(7) Special Threats?			
(8) Extreme Force Options?			
(9) Detention?			
(10) Legal Considerations?			
(11) Standards of Conduct?			
(12) Apprehension and Arrest?			
(13) Application of Force?			

Comments:_____

b. Were the following areas included in the Practical Exercise portion of training?

	YES	NO	N/A
(14) Use of the Special Orders?	___	___	___
(15) Quartering Areas?	___	___	___
(16) Method of Movement?	___	___	___
(17) Control Force Operations?	___	___	___
(18) Media Relations?	___	___	___
(19) Required Reporting?	___	___	___
(20) Review Personnel and Equipment Reporting Procedures	___	___	___
(21) Insure Communications Procedures are Established	___	___	___
(22) Command Responsibilities	___	___	___
(23) On Hand and Availability of Specialized Equipment	___	___	___
(24) Special Situations and Equipment Requirements	___	___	___
(25) Support and Security Requirements	___	___	___
(26) Probable Mission Assignments	___	___	___
(27) Review the Command's Method of Operation	___	___	___

Comments:_____

4041 17

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